

Position Description:
Executive Director
Western Australian Alliance to End Homelessness
(WAAEH)

Employer	AAEH
Level	Above award (common law contract) Salary Range \$160,000-172,000
Term	Fixed-term contract to 27 July 2028
FTE	Full time, with genuine consideration for 0.8 FTE for the right candidate
Reporting	Reporting to CEO, AAEH
Location	WAAEH Office – Suite 2, Level 12/256 Adelaide Terrace, Perth WA 6000

CONTEXT

The Western Australian Alliance to End Homelessness (WAAEH) is an independent coalition of individuals and organisations committed to working together to end homelessness in Western Australia. Since 2016, we have supported individuals, organisations, governments and local communities to collaborate across sectors to end homelessness – not just for individuals, but for whole communities.

Specifically, we aim to prevent, reduce and end homelessness by ensuring that everyone has access to the housing and support they need, so that any future incidents of homelessness are rare, brief and once-off. This is how we define an end to homelessness.

The WAAEH works in close collaboration with the Australian Alliance to End Homelessness (AAEH) through auspicing and governing relationships, and forms part of its national and international network of organisations committed to ending homelessness.

The WAAEH is governed by an Annual Partners Meeting which meets once a year and appoints an Alliance Steering Committee, which oversees the day-to-day governance and coordination of our work. Our day-to-day operations are supported by Shelter WA and the AAEH.

Ultimately, the WAAEH exists to bring community, business and government together to inspire action for an end to all homelessness in Western Australia. We invite you to join us.

POSITION SUMMARY

The Executive Director is responsible for leading WAAEH's day-to-day operations, stakeholder engagement and systems change efforts. The role requires a highly skilled leader who can build and maintain strong relationships across government, business, philanthropic partners and the community services sector. The Executive Director will lead fundraising, support governance and ensure that WAAEH continues to guide efforts to end homelessness in WA.

The successful candidate will have executive-level leadership experience, a strong WA sector network, a deep understanding of stakeholder engagement, and the ability to work within a collective impact and systems change framework.

KEY RESPONSIBILITIES

Strategic Leadership & Systems Change

1. Provide strategic leadership for WAAEH's 10-Year Strategy to End Homelessness and drive its implementation.
2. Collaboratively lead systems change efforts by working with key partners, including government agencies, service providers, business leaders, social collectives and philanthropic organisations.
3. Develop and implement initiatives that support a collective impact approach to ending homelessness in WA.

Stakeholder Engagement & Advocacy

1. Lead engagement with key stakeholders, including government, peak bodies, service providers, business leaders, and philanthropic partners.
2. Represent WAAEH in high-level discussions, advocating for policy and funding changes to support efforts to prevent, reduce and end homelessness.
3. Strengthen relationships across diverse communities, including people with lived experience, culturally and

linguistically diverse (CaLD) communities, and Aboriginal and Torres Strait Islander communities.

4. Act as a public spokesperson, presenting at conferences, events, and media engagements to promote WAAEH's work and influence sector-wide change.

Finances & Philanthropy

1. Oversee financial sustainability and manage funding agreements, ensuring alignment with strategic priorities.
2. Develop and lead fundraising strategies to support WAAEH's work, particularly its strategic initiatives and the work of its partners.
3. Engage with corporate and philanthropic sectors to develop partnerships that drive greater investment in evidence-based homelessness solutions.

Governance & Organisational Leadership

1. The WAAEH Executive Director will be managed by and report operationally to the AAEH CEO, while taking strategic direction from the WAAEH Steering Committee, to ensure strong governance and accountability.
2. Oversee compliance, reporting, privacy, and risk management processes with the WAAEH team, recognising the significance of these functions and the need to address AAEH capability gaps and AtoZ-related risk.
3. Maintain and implement key operational practices, including strategic planning, policies and reporting structures.
4. Contribute to a collaborative and impactful organisational culture.
5. Ensure effective financial and resource management, including budget oversight and reporting.

Research, Evaluation & Innovation

1. Lead research and evaluation projects to measure the impact of WAAEH initiatives and inform best practices.
2. Collaborate with academic and research institutions to advance evidence-based solutions for homelessness.
3. Oversee the development of evaluation frameworks, KPIs, and annual reporting mechanisms.

People Management Responsibilities

1. Provide leadership, management and supervision for WAAEH staff, casual employees, volunteers, consultants, students and interns who support WAAEH's work.
2. Ensure a safe work environment and compliance with work health and safety legislation and organisational policies.

SELECTION CRITERIA

Qualifications:

- Tertiary qualification(s) in service design, social policy or other relevant discipline.

Essential:

1. Strong commitment to ending homelessness and a deep understanding of housing and homelessness policy.
2. Demonstrated executive-level leadership experience, with a proven ability to lead strategy, advocacy, and organisational growth.
3. Extensive stakeholder engagement experience, with strong networks across government, community services, business, and philanthropy in WA.
4. Deep understanding of systems change, collective impact, and theory of change frameworks.
5. Proven ability to engage with government and policymakers, advocating for systemic reform.
6. Demonstrated experience in fundraising, business development, and financial sustainability.
7. Strong governance experience, including board and steering committee reporting, compliance, and policy development.
8. Experience in engaging diverse communities, including people with lived experience of homelessness, CaLD communities, and Aboriginal and Torres Strait Islander peoples.
9. High-level written and verbal communication skills, with experience presenting to senior stakeholders, media, and public forums.
10. Experience managing research and evaluation projects to inform strategic direction and evidence-based practice.

Desirable:

- Direct experience working in the homelessness sector.
- Understanding of housing policy and homelessness services in WA.
- Experience working in an advocacy-focused role.
- Exposure to international best practices in ending homelessness.

ROLE REQUIREMENTS

- National Police Clearance (or ability to obtain one).
- Ability to travel as required to meet stakeholder engagement commitments.