

# Role Description



**Role Title:** Chief Executive Officer

**Reports to:** Dairysafe Board

**Contract term:** up to 3 years

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## **Purpose of Dairysafe:**

To ensure dairy products produced in South Australia are safe for consumers by ensuring South Australia's dairy processing (regulated) entities comply with Australia's national food safety standards throughout the supply chain.

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## **Position Overview:**

The Chief Executive Officer (CEO) of Dairysafe plays a pivotal role in leading the organisation through its strategic directions as set by the Board.

Reporting to the Dairysafe Board, the CEO is responsible for aligning Dairysafe's activities with its core values and strategic priorities, delivering sustainability activities, fostering strong relationships with stakeholders, and ensuring the organisation's compliance with legislative requirements. The CEO will lead, develop, and support Dairysafe's workforce while promoting a culture of innovation and excellence in food safety regulation across the dairy supply chain from farm to processing.

## **Key Responsibilities:**

- Develop and implement strategic directions set by, and in collaboration with, the Board
- Develop business plans and budgets for consideration by the Board
- Provide inspirational leadership to a dedicated and skilled team, effectively managing all operations
- Deliver sustainability strategies through innovation and continuous improvement
- Lead regulatory efforts to maintain compliance with national food safety standards
- Foster strong relationships with government, industry, and other key stakeholders
- Identify and negotiate strategic partnerships and alliances to enhance capacity in line with industry and regulatory requirements
- Promote Dairysafe's vision of enabling the South Australian dairy community to embrace a food safety culture
- Ensure Dairysafe remains up-to-date with all current and future legislative changes
- Develop and deliver, in collaboration with the Board, advice to the relevant Minister on matters relevant to Dairysafe's role
- Represent and promote the goals of Dairysafe as spokesperson including through media and public engagements

## **Key Role Outcomes:**

- Successfully implement Dairysafe's strategic directions
- Deliver Dairysafe's sustainability strategy
- Establish and deliver contemporary regulatory systems
- Ensure efficient management of resources to meet organisational obligations
- Promote continuous improvement, innovation, efficiency, effectiveness, accountability, and collaboration
- Lead and engage the Dairysafe workforce, embodying values and behaviours, building capability, capacity and resilience
- Establish cooperative relationships with relevant agencies to contribute to whole-of-government results
- Ensure strong corporate governance across all business systems and policies
- Deliver expert advice to government.

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**DAIRYSAFE**  
Leaders in dairy food safety

## Strategic Priorities:

- Executing the 2025-28 strategic directions of Dairysafe
- Leading food safety regulation and culture
- Addressing new industry requirements and opportunities
- Educating and training the industry
- Regulatory sustainability
- Leading the modernisation of systems and technologies

## Key Relationships:

- Reports to the Dairysafe Board
- 2 direct reports – Business Manager & Technical Manager
- Collaborates with stakeholders including interstate and Commonwealth colleagues, private sector organisations, and community groups
- Maintains and develops relationships with industry as a whole
- Maintain strong relationships with government at all levels

## Key Selection Criteria / Essential Requirements:

- Strong strategic leadership skills with a proven track record of driving change and innovation
- Ability to lead, influence, and negotiate with stakeholders
- Capacity to build engaging relationships with industry and stakeholders
- Experience in policy development, strategy, program management and complex issue management
- Integrity, fairness, and commitment to values-based leadership
- Relevant tertiary qualification/s
- Proven track record in a senior leadership role over a minimum of 5-10 years within analogous regulatory, business, legal and/or compliance environments

## Capabilities:

- Shapes strategic thinking and change
- Achieves results
- Drives business excellence
- Forges relationships and engages others
- Exemplifies personal drive and professionalism
- Commercial awareness
- Capacity to create and deliver on commercial opportunities

## Special Conditions / General Requirements:

- Intra-state and interstate travel may be required for this role
- Employment contract up to three years
- Participation in biannual performance review process
- Maintenance of a safe working environment and adherence to legislative requirements
- Demonstration of South Australian Public Sector Values and observance of Code of Ethics