

STRATEGIC PROJECT IMPLEMENTATION LEAD

Part Time – 3 to 4 days a week (0.6–0.8 EFT)

2-Year Fixed Term Role

Flexible and Hybrid Work Options Available

Competitive Salary – SCHADS Level 8 + Salary Packaging

Work with Purpose at a Leading Not-for-Profit

About Us

Relationship Matters is a dynamic, values-driven not-for-profit organisation supporting individuals, families and communities to build respectful and fulfilling relationships. With over 75 years of service, we provide high-quality relationship counselling, dispute resolution, workplace wellbeing programs, and family violence prevention services.

We also deliver Employee Assistance Programs (EAP), workplace consulting, training and innovative sector initiatives through our “Relationship Matters in the Workplace” division.

About the Role

We are seeking a highly skilled and motivated **Strategic Project Implementation Lead** to drive the design and delivery of innovative service models and strategic initiatives. Reporting directly to the CEO, you'll lead projects from concept to delivery, playing a critical role in scaling new services, shaping partnerships, and securing funding opportunities.

This is a high-impact role for someone who thrives on turning ideas into action and enabling real, sustainable change in the community services sector.

Key Responsibilities

- Lead strategic initiatives from design to implementation, including innovation pilots and service developments.
 - Identify and pursue funding opportunities including grants and tenders.
 - Build strong partnerships across government, philanthropic and sector stakeholders.
 - Support internal capacity-building and ensure successful transition of projects into business-as-usual operations.
 - Monitor policy trends, conduct needs analysis, and inform organisational strategy.
 - Develop frameworks to evaluate the impact and outcomes of strategic initiatives.
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About You

You are a strategic thinker with a strong track record in project implementation, service innovation and partnership development. You bring a collaborative spirit, excellent stakeholder engagement skills, and the ability to manage multiple priorities with purpose and impact.

You will have:

- Minimum 5 years' experience in strategic project design, implementation, or service development.
 - Proven ability to lead complex initiatives and secure funding through tenders or grants.
 - Strong communication, analytical and stakeholder management skills.
 - A background in human services, mental health, family violence or related sectors.
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Benefits

- Access to **Salary Packaging** and **Portable Long Service Leave** in the Community Services Industry.
 - **Employee Assistance Program (EAP)** – free, confidential support services.
 - **Professional development** opportunities and support for learning.
 - **Flexible and hybrid work** arrangements to support work/life balance.
 - A chance to work with an organisation committed to inclusion, wellbeing and social impact.
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To Apply

We encourage applications from Aboriginal and Torres Strait Islander peoples, people with disability, people from diverse cultural and linguistic backgrounds, and LGBTQIA+ communities.

To download the **Position Description** and learn more about our work, visit:

 www.relationshipmatters.com.au/employment

Submit your application by clicking '**Apply Now**' or for a confidential discussion, contact **Karen Corboy, Acting CEO**.

Applications close Sunday, 27 July 2025.
