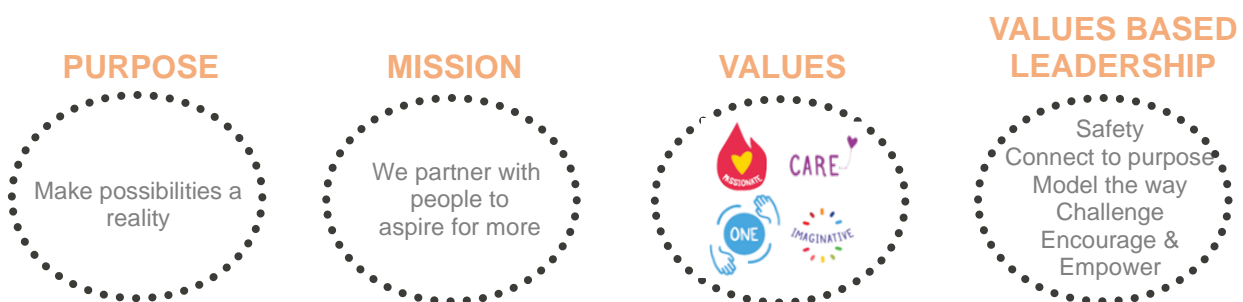


Your division	Finance, Infrastructure and Lotteries
Your team	Procurement
You report to	Chief Financial Officer

PURPOSE OF YOUR ROLE

The Strategic Sourcing Lead plays a critical role in aligning procurement efforts with the organisation's mission, values, and strategic goals. This role is responsible for leading the effective, ethical, and sustainable sourcing of goods and services that maximise value for money, ensure supply continuity, and enhances long-term cost and service benefits for the organisation.

ORGANISATIONAL PROFILE



KEY SUCCESS AREAS

SAFETY	<ul style="list-style-type: none"> Committed to working within Endeavour Foundation's Work, Health and Safety policies and procedures and contributing to our aspiration of Zero Harm within the workplace. Undertake work in a manner that is not harmful to your health and safety and the health and safety of others. Monitor workplace conditions and identify and report potential hazards, incidents and any work-related or personal injury or illness (where it may affect your ability to work safely). Demonstrate safety is a priority by attending and actively participating in all Workplace Health and Safety and other mandatory training programs.
CUSTOMER CONNECTION	<ul style="list-style-type: none"> Work collaboratively with stakeholders, team members and leaders across the organisation. Work collaboratively with business leaders to genuinely understand the business and identify high-value, high-risk opportunities for improvement. Seek out regular feedback from stakeholders to drive decision-making and prioritise actions and activities. Foster trusted relationships with commercial partners to achieve better pricing, service innovation and quality of services. Understand and pre-empt business frustrations, roadblocks and inefficiencies, to inform improvement planning and waste reduction in the procurement realm. Provide expert guidance to drive improvement activities that reflect best-in-class industry practices.

OUR PEOPLE	<ul style="list-style-type: none"> • Personally contribute to and champion the organisation's Purpose and Values through all actions and decisions at all times. • Proactively lead by example, supporting a positive team culture through coaching, mentoring, and knowledge sharing with direct reports, peers and colleagues. • Provide coaching and advice to leaders on procurement procedures and policies to ensure compliance with documentation requirements and regulations. • Lead and participate in team building activities, including actively participating in the Performance Partnerships Program to ensure individual and team key performance indicators are achieved, and Endeavour Foundation's values and behaviours are consistently demonstrated. • Actively identify and participate in on-the-job training and other learning opportunities to ensure knowledge and skills are aligned with best practice.
OPERATIONAL EXCELLENCE	<ul style="list-style-type: none"> • Lead the development and execution of the Procurement Strategy aligned with the organisation's strategic objectives. • Provide strategic procurement advice to ensure sourcing activities contribute to organisational goals, commercial returns and risk appetite. • Ensure full compliance with relevant disability legislation, government regulations, funding requirements, and internal policies—particularly regarding accessible and ethical procurement. • Track procurement trends, supply market developments, and innovations to inform agile and future-ready sourcing strategies. • Foster and manage strategic supplier partnerships, prioritising organisations that demonstrate social value, inclusion, and commitment to accessibility. • Lead supply chain optimisation and oversee materials management by implementing efficient processes for the sourcing, purchasing, and handling of raw materials, ensuring availability, cost-effectiveness, and alignment with operational needs. • Ensure timely, complete, and high-quality supply of all raw materials, goods, and services to support uninterrupted program delivery and operational effectiveness. • Incorporate best practices in procurement, with a strong emphasis on inclusive sourcing, supplier diversity, and environmentally sustainable options. • Develop and manage supplier performance indicators that support accountability, service standards, and alignment with the organisation's person-centered values. • Apply data analysis and reporting tools to support evidence-based procurement decisions, enhance visibility and drive continuous improvement. • Define and report on sourcing ROI metrics, including cost savings, avoided costs, supplier innovation and contract value realisation.
FINANCIAL SUSTAINABILITY	<ul style="list-style-type: none"> • Execute sourcing strategies that deliver significant cost savings, innovation, or transformation. • Demonstrate understanding of funding compliance and grant conditions (e.g. NDIS, government grants). • Continually review and monitor procurement improvement initiatives to ensure effectiveness and alignment with value-for-money objectives. • Design and implement initiatives to measure and improve procurement performance, focusing on value-for-money, transparency, and equity in supplier selection. • Identify inefficient and unproductive contracts and develop expedited exit strategies ensuring minimal loss. • Prioritise requirements and spend to aggregate demand including organisation wide standards across all spend categories. • Maintain accurate reporting on category portfolios, delivery of business planning and price forecast activities. • Contribute to the development budgets and responsible for the reporting, including variances on a routine basis.



WHAT YOU NEED TO SUCCEED

CAPABILITIES	<ul style="list-style-type: none">• Ability to anticipate market trends, think long-term and align sourcing to organisational strategy.• Proven leadership and ability to manage stakeholders, build strong partnerships and influence at all levels.• Strong commercial judgment and strategic decision-making in high-risk, high-reward environments.• Advanced negotiation skills, able to manage strategic supplier engagements and extract long-term value.
SKILLS & QUALIFICATIONS	<ul style="list-style-type: none">• Tertiary qualification in the relevant discipline (i.e. Business, Commerce, Law, Procurement & Supply Chain etc).• Demonstrated knowledge of ethical and sustainable procurement practices, particularly related to social procurement and supplier diversity initiatives.• Excellent written and verbal communication skills to ensure clear and concise information is presented to stakeholders and strong working relationships are maintained.• Highly adaptable and flexible with the ability to adjust quickly to new situations and changing priorities.• High-level data-analysis and cost-benefit analysis knowledge is desirable.• Effective written and verbal communication and presentation skills.• High-level problem solving, data analysis, and solution development skills.• Strong technology literacy (e.g. MS Excel, Word, PowerPoint).
EXPERIENCE	<ul style="list-style-type: none">• Minimum 10 years demonstrated experience in procurement and experience in leading and demonstrating sustained cost savings initiative.• Proven experience as Head of Procurement or similar.• Demonstrated experience in leading complex, high-value sourcing projects.• Experience building and developing high-performing procurement teams.• Experience managing end-to-end sourcing projects, strategic supplier negotiations, and contract renewals.

