

Overview of George Street Structure

Management Committee

Accountable for:

- Governance
- Legal and Financial Compliance and Audit
- Service and Funding Agreements
- Reporting to Funding Bodies
- Set Policies, Procedures and Processes
- Employment and Remuneration of Staff
- Reputation and Profile of GSNCA
- Risk Management
- Financial Approvals
- Succession Planning
- Strategic Planning

Accountable for:

- Child and Family Hub Program
- Performance of Programs
- Staff Line Management
- Program Budgeting and Forecasting
- EAP, leave and training approvals
- Responsibility for SCFC building.
- Recruitment
- Staff Appraisals
- Upholding of Processes, Policies and Procedures
- Workplace Health and Safety(SCFC)
- Public profile of Organisation
- Succession planning
- Acquittal submission support

Team Leader/Hub
Coordinator
Joanne

Service
Coordinator
Miranda

Accountable for:

- Service and Funding Agreements
- Primary contact with Departments
- Funding and grant sourcing and applications
- Partnerships and Networking
- Volunteer Hub
- Overseeing Program Reports
- Recruitment
- Staff Appraisals
- Meeting of Milestones
- Report submissions
- Processes, Policies and Procedures
- Responsibility of GSNC building
- Succession Planning
- Child Safety-Department Contact
- Workplace Health and Safety (GSNC)
- Public profile of Organisation

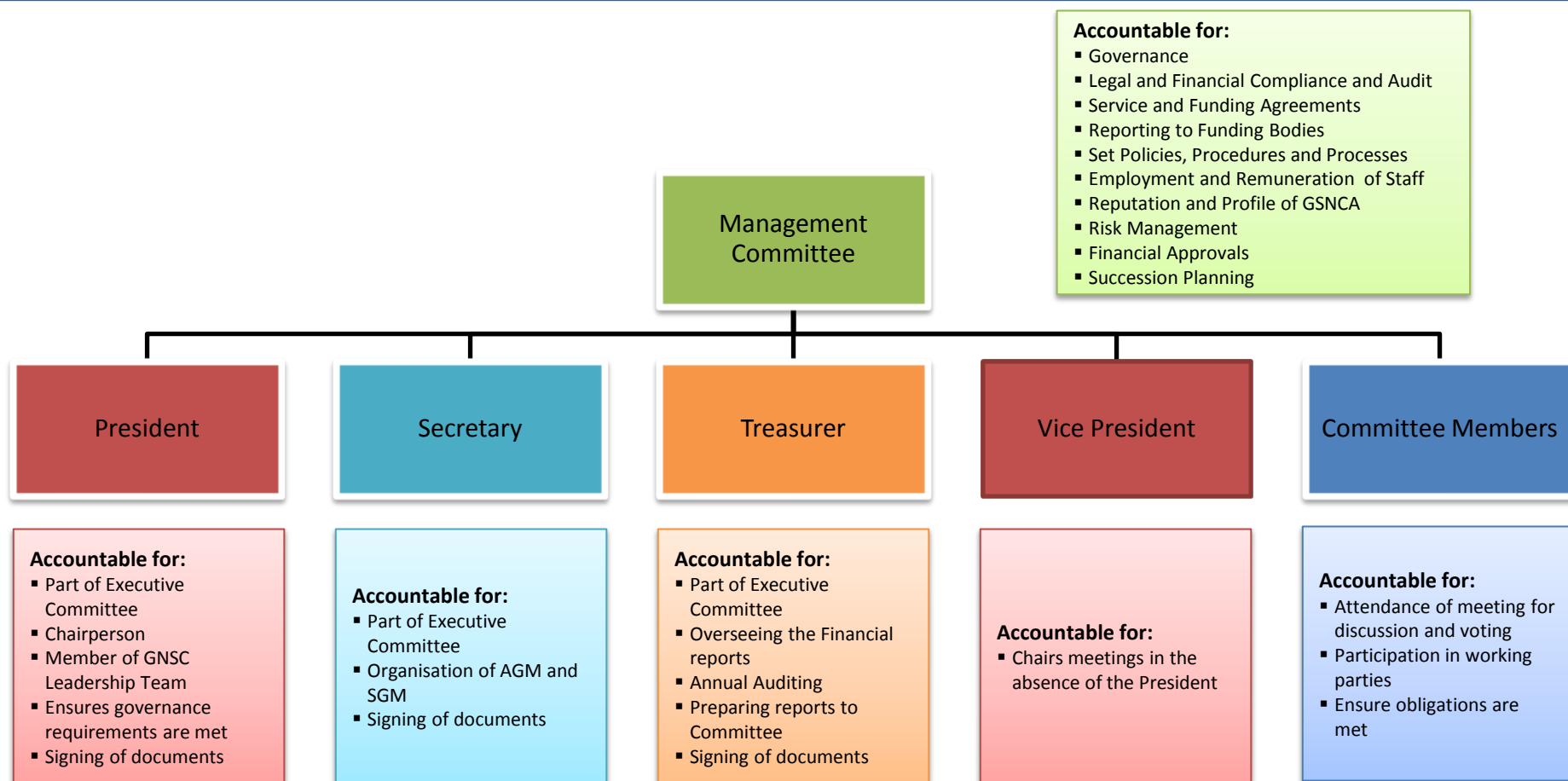
Staff

Volunteers

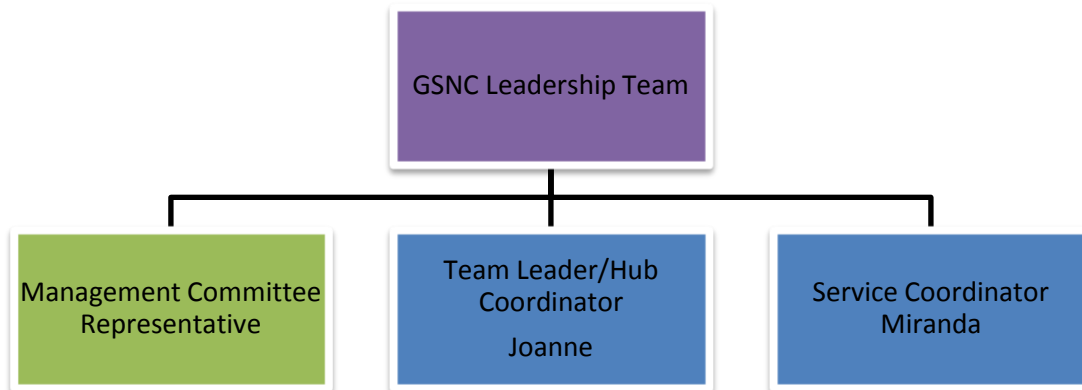
Accountable for:

- To know your role and how it fits in
- Know what your duties are
- Contribute ideas for improvements
- Listen to other's ideas
- Accept the decisions of your leader
- Work safely
- Work for the benefit of the team
- Ask for feedback on your performance
- Accept coaching and participate in training and development

Overview of Management Committee Structure



Overview of GSNC Leadership Team



Accountable for:

- Conduit between the Management Committee and Staff
- Elevate issues to the MC level according to policies and procedures
- All Department correspondence is sent to the Leadership Team email address only
- Weekly meetings are used to update each other
- Emails and phone calls are used daily to keep each other informed of whatever is occurring with staff, program, and management issues
- Information and data on programs and Department needs/tasks is held in a shared folder on the server and kept updated
- Correspondence to the MC should initially be through the President, or have her CC'd in for other emails, as part of her role in the Leadership Team