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Chief Executive Officer Shire of Cocos Keeling Islands

The Shire of Cocos (Keeling) Islands is the local government which manages local affairs on the Australian external territory of Cocos (Keeling) Islands. It applies Western Australian laws under the Cocos Keeling Island Act 1995, including the Local Government Act 1995, however is administered by the Department of Infrastructure, Transport Regional Development, Communications, Sport and the Arts and an Administrator who is the representative of the Minister for Territories. The Territory is made up of 27 islands with just two of those islands being inhabited. The climate is tropical, with fishing, snorkelling and diving as popular recreational activities. The Territory boasts excellent swimming and beach walking activities as well as the opportunity to share in the culture of the Cocos Malay community which makes up the majority of the population in the Territory. Educational facilities are excellent with a district high school up to year ten. The Territory is serviced by two weekly flights from Perth and a regular shipping service for supplies from the Port of Fremantle.

Council is in search of an experienced Local Government professional and passionate senior executive who is able to use innovative approaches in working with diverse communities and culture, along with understanding the interplay of social, political and economic imperatives, thrive in complexity and be driven to explore and capitalise on opportunities for improving the Shire's services.

The successful applicant will have demonstrated experience in working with multicultural communities and an understanding of living and working in a remote area.

The position is offered under a three to five year performance based contract. An attractive remuneration package is provided in accordance with the Salaries and Allowances Tribunal Band 4, negotiable up to \$250,012 per annum and potentially access to a Regional/Isolation Allowance (refer Application Package). Salary and benefits are subject to negotiation and could include, but not limited to: base salary, superannuation, FBT, utilities, and annual airfares to Perth. In addition, private use of a motor vehicle and subsidised housing in a Shire residence is available. Reasonable relocation expenses will be negotiated.

An Application Package along with the Position Description can be obtained from <https://shire.cc/en/your-council/employmentopportunities.html> and further information about the position can be obtained by contacting Lydia Highfield on 0400 142 110.

Applications should be sent to: highfieldlydia@gmail.com or mailed to Lydia Highfield, Principal Consultant, PO Box 296, Beechboro WA 6063 by COB Wednesday 16th July 2025.

Please Note: Canvassing of Councillors will disqualify. The successful applicant is required to obtain current police clearance, provide evidence of all claimed qualifications prior to commencing employment.