

3.1	LEADERSHIP, CONTINUITY AND ACCOUNTABILITY
------------	--

Applies to: Management Committee, HECIS Co-Ordinator	Version: 1
Specific responsibility: Management Committee, HECIS Co-Ordinator	Date approved: 5.8.14
	Next review date: Aug 21

Policy context: This policy relates to	
Standards or other external requirements	
Legislation or other requirements	
Contractual obligations	

POLICY STATEMENT

HECIS is committed to developing and sustaining a leadership team that will lead the organisation in achieving the organisation's goals, delivering outcomes to our clients and planning strategically for the future.

PROCEDURES

Establishing the leadership team

The leadership team includes the Management Committee and the HECIS Co-Ordinator. The leadership team is responsible for:

- developing the strategic plan for the organisation
- over sighting and monitoring operational plans and activities
- developing and modeling the values and culture of the organisation.

Ensuring continuity

The leadership team will:

- develop policies and procedures that ensure the organisation is flexible, adaptable and responsive to changing priorities and needs
- implement staff recruitment and development strategies that foster a highly competent and committed work team
- develop funding and resourcing strategies that ensure the long term viability of the organisation
- develop recruitment plans and internal professional development strategies that ensure continuity of effective leadership.

Accountability

The leadership team is responsible for:

- achieving the organisation's key performance indicators
- ensuring the needs of clients are met
- managing the resources and finances of the organisation

HECIS: Leadership, Continuity and Accountability

- ensuring fair and equitable practices
- establishing effective communication with staff and clients.

DOCUMENTATION

Documents related to this policy	
Related policies	
Forms, record keeping or other organisational documents	

Reviewing and approving this policy		
Frequency	Person responsible	Approval
Annually	HECIS Co-Ordinator	Management Committee

Policy review and version tracking			
Review	Date Approved	Approved by	Next Review Due
1	12.8.15	HECIS Co-Ordinator	Aug 16
2	28.7.16	HECIS CoOrdinator	Aug 2017
3	14.8.17	HECIS CoOrdinator	Aug 2018
4	31.8.18	HECIS CoOrdinator	Aug 2019
5	20.8.19	HECIS CoOrdinator	Aug 2020
6	15.9.20	HECIS CoOrdinator	Aug 2021

INDEXING

Search topic/s:	
Function/s:	