



Australian Government



Australian
Charities and
Not-for-profits
Commission

By email ACNC reference EXT2013/31

7 June 2013

Senator Mark Bishop
Chair
Senate Estimates Economics Committee

Dear Senator Bishop,

I am writing to correct an error in my answer to a question from Senator Cormann at Senate Estimates Economics Legislation Committee (as below) on the evening of 5 June relating to the position of an Executive Advisor within the ACNC. In fact the Australian Charities and Not-for-profits Commission does have such a role, as explained below, following the extract from Hansard:-

Senator CORMANN: Do you have an executive adviser position?

Ms Pascoe: No, we do not.

Under a Memorandum of Understanding (MOU) arrangement with the ATO, the ACNC is bound by the ATO job profiling system. An EL1 Executive Advisor is considered part of the "Administration" job family.

As such the senior Executive Assistant for the ACNC Commissioner has the official title of Executive Advisor. This leadership role involves the coordination of the two other administrative staff, and requires the performance of detailed, complex and sensitive operational and administrative work, an extensive understanding of the portfolio responsibilities of the ACNC Commissioner as well as engaging and delivering complex problem solving and issues management.

The ACNC will provide the information taken under Questions on Notice shortly, but wanted to correct this error immediately.

Yours sincerely

Susan Pascoe AM
Commissioner

