

## CEO OPPORTUNITY

**Brisbane| Part time progressing to full time | Immediate start**

### ABOUT US

The Neo-Rehab eHAB® System is the most extensively clinically validated telehealth system that enables Physiotherapists, Speech Pathologists, Occupational Therapists, Audiologists and other rehabilitation professionals to consult with patients remotely in their own homes, or at remote community facilities, thus increasing community access, reducing cost and improving efficiency of home healthcare.

Neo-Rehab currently supplies health care providers with eHAB® software, product support and training. Of the current competitors, none have extensive clinical validation of their Allied Health offerings, nor tailored software solutions that address the breadth of Allied Health applications, nor the specialised measurement systems that significantly widens the market for Allied Health telehealth application.

To date, Neo-Rehab has serviced 42 major client accounts comprising 168 individual clinician accounts. In total Neo-Rehab has facilitated over 23,000 video consultations with over 250,000 minutes of videoconferencing time.

The company is searching for a new CEO to drive business development and company management.

### THE CAREER OPPORTUNITY

The company is currently managed part-time by Brian Ruddle (managing director of Impact Innovation Group) and one of the founders, Professor Trevor Russell. Neo-Rehab is ready for dedicated CEO to take the technology further. The new CEO will start part time with the view to transitioning to a full time role based on revenue flow.

The position will be based in Brisbane and will report to the Board. Remuneration will be discussed with short-listed candidates.

### POSITION DESCRIPTION

We're keen to appoint an experienced business manager with the drive and determination to fulfill the following duties and responsibilities:

#### Strategy

- Lead the execution of the company's strategy
- Conduct regular reviews of strategic and business plans
- Oversee the implementation of the company's long and short term plans in accordance with its strategy

#### Business Development

- Design and implement a business development plan focused initially on Australia
- Engage with US trial partners to expand business development activities to the US and other countries

## **Operations**

- Manage overall activities
- Ensure efficient day to day operations that achieve established company objectives
- Ensure that the company has appropriate systems to enable it to conduct its activities both lawfully and ethically
- Ensure effective internal controls and management information systems are in place
- Ensure that the company maintains high standards of corporate citizenship and social responsibility wherever it does business
- Maintain efficient internal information systems so that the team is informed and aware of company activities and plans
- Direct and manage marketing activities
- Maintain and update a company contact register including commentary on outcomes/next steps

## **Finance**

- Manage the cash resources and the associated budget program
- Ensure that expenditures are within the Board-approved budget

## **Reporting**

- Provide written management reports (format and content to be determined by the Board) for inclusion in the board papers at least one week prior to scheduled board meetings (expected to be at six-weekly intervals)
- Report financial results against budget
- Keep the Board adequately informed of all material undertakings and activities of the company
- Keep the Board adequately informed of all material external factors affecting the company
- Ensure that the Board is properly informed and that sufficient information is provided to enable the Directors to form appropriate judgments
- Maintain relationships with investors (formal and informal presentations and meetings as required)

## **People Management**

- Ensure the company is appropriately organised and staffed to enable it to achieve the approved strategy
- Provide leadership to the team to ensure it remains engaged, motivated and productive
- Manage all HR matters to ensure the company complies with all legislative requirements

## **Software Management**

- Work closely with the founder and external software maintenance providers
- Ensure that warranty and support processes meet customer needs

## **EXPERTISE REQUIREMENTS**

The successful candidate will have more than three years' experience in:

- the delivery of software as a service platform
- business development in the health sector (preferably allied health)
- working with research teams

## PERSONAL CHARACTERISTICS

The successful candidate will be:

- Willing to offer opinions and judgments
- Calm and steady under pressure
- Team oriented and ready to lead by example
- Able to work with remote teams
- Passionate and committed to advancing allied health services
- Open minded and an active listener
- Politically savvy about business-government relationships
- Action and results-oriented
- Eligible for international travel and visas
- Eligible to work in Australia

Interested applicants should contact:

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