



POSITION DESCRIPTION – EXECUTIVE DIRECTOR

Position Title: Executive Director – Rape Prevention Education (RPE)

Reports To: Chair – Board of Trustees

Location: Auckland, New Zealand

Employment Type: Full-time (1.0 FTE)

Date: August 2025

About Rape Prevention Education (RPE)

RPE is a leading organisation dedicated to sexual violence prevention. We are seeking an experienced and visionary Executive Director to lead our strategic, operational, and financial initiatives, ensuring our mission is effectively advanced.

Position Overview

Rape Prevention Education is at a turning point. With a powerful kaupapa and a history of impact, we now seek a bold and capable leader to strengthen our foundation and lead our transformation. The Executive Director will bring commercial discipline, cultural fluency, and systems thinking to reposition RPE for sustainability and scale.

This is the most senior leadership role within RPE. The ED holds full accountability for leading the organisation's strategy, operations, financial performance, fundraising, people leadership, and reputation. The ED will play a critical role in strengthening core operations, driving funding diversification, and re-positioning RPE for long-term impact in a complex and resource-constrained environment.

This role offers a platform to shape national discourse, influence system change, and build a powerful legacy in social leadership. We're looking for a bold, commercially-minded leader who is ready to step into CEO-level responsibility — and lead one of Aotearoa's most important organisations into its next chapter of impact.

This role is not for the faint-hearted — it's for someone who thrives in complexity, brings clarity to ambiguity, and wants their work to matter.

Key Responsibilities

1. Strategic Leadership

- Develop and implement RPE's strategic plan to ensure clarity of direction, resilience, and sector relevance.
- Identify and respond to sector trends and shifts in funding, policy, and community needs.
- Position RPE as a credible voice in sexual violence prevention.
- Lead bold initiatives, including new funding models and partnership strategies.

2. Operational Excellence

- Revamp operational systems to enhance delivery, cost-efficiency, and effectiveness.
- Establish performance-driven, values-aligned processes and reporting frameworks.
- Ensure adherence to legal, financial, and funder expectations.

3. Financial Stewardship

- Drive financial turnaround through better cost control, revenue diversification, and funding growth.
- Develop and execute a long-term funding model, including philanthropy, grants, and partnerships.
- Monitor financial performance and risks, reporting proactively to the Board.

4. People and Organisational Leadership

- Build a high-performing, inclusive, and engaged team culture.
- Lead staff with clear expectations, development pathways, and accountability systems.
- Embed Te Tiriti o Waitangi, cultural safety, and trauma-informed practice across the organisation.

5. Stakeholder Engagement and Advocacy

- Serve as RPE's representative in media, policy discussions, public forums, and inter-agency initiatives.

- Cultivate and maintain relationships with funders, iwi and Māori organisations, government partners, and the wider sector.
- Position RPE as a trusted expert and collaborator in violence prevention.

6. Governance and Board Partnership

- Work closely with the Chair and Board to support good governance and organisational insight.
- Provide timely reporting, strategic advice, and risk assessments to enable effective oversight.
- Ensure effective communication and understanding of key issues between the Board and the organisation.

Qualification & Experience

- Proven experience leading organisations through turnaround or significant change.
- Strong commercial and financial acumen, including P&L accountability.
- Expertise in working with government and not for profit sector organisations and networks
- Successful track record in fundraising, partnership development, or revenue growth.
- Demonstrated ability to build high-performing, values-led teams.
- Over five years of executive leadership experience, managing small to mid-sized teams.
- Knowledge and competence regarding the Treaty of Waitangi, bi-cultural development, and working to engage diverse cultures.
- Excellent communication, advocacy, and public engagement skills.

Compensation and Support

- A competitive remuneration package will be offered, reflecting the scope and expectations of the role.
- Flexible work arrangements may be negotiated.
- Ongoing professional development opportunities will be supported.
- The Executive Director will be reviewed annually by the Chair, aligned with strategy, culture, financial, and operational KPIs.