

INSTITUTE OF  
PUBLIC ADMINISTRATION  
AUSTRALIA

**IPAA**  
ACT

# ORGANISATIONAL MEMBERSHIP KIT



**BUILD** YOUR CONNECTIONS  
**CHALLENGE** YOUR THINKING

# WELCOME

Welcome to the Institute of Public Administration Australia (IPAA) ACT. We are here to provide you a platform for debate and discussion through thought leadership, events, and networking opportunities. We also aim to keep you ahead of the curve so you can deliver policy that makes a difference, implement programs that have impact, and play your part in building a better future for Australia.

An IPAA ACT organisational membership is an investment in your staff, your organisation, and the future of public administration.

An organisational membership brings you:

- Programs that inspire contemporary thinking and professional growth through research and best practice.
- Tiered development opportunities that enhance and build the capability of your staff at different stages in their careers.
- A platform for representatives from your organisation to share knowledge across the sector.
- Connections across the public sector delivering a whole of government context and the opportunity to grow networks.

**Your membership provides access to a platform for development, discussion, and engagement across the public sector.**



## IPAA ACT MEMBERSHIP

Collectively, our membership base represents over 150,000 professionals in public administration, with our organisational members including all current Australian government departments and a large number of agencies, the ACT public service, private sector organisations, and academia.

## MEMBERSHIP INFORMATION AND CONTACT

In this kit, you will find information about your membership including:

- Membership benefits and getting involved
- IPAA overview
- IPAA ACT leadership
- Programs and events
- Capability programs
- Spirit of Service Awards
- The *Work with Purpose* podcast
- IPAA communication channels

For questions regarding membership benefits, opportunities, fees and payments, contact

[membership@act.ipaa.org.au](mailto:membership@act.ipaa.org.au) or  
02 6154 9800

# MEMBER BENEFITS SNAPSHOT

## EXCLUSIVE, ORGANISATIONAL MEMBER BENEFITS

- **Complimentary or heavily discounted registrations** to IPAA ACT events including our flagship Secretary Series, Annual Address to the APS, annual orations, Future Leaders Series, Executive Assistant Series, specialist events and programs, the IPAA ACT conference, and much more.
- Invitations to participate in our capability programs such as the **Future Leaders Program** and **First Nations Emerging Leadership program**.
- Invitations for Band 1 and equivalent leaders to attend our new exclusive SES program, **Senior Executive Leadership Conversations**.
- Heavily discounted registrations to **IPAA National events**.
- Exclusive opportunity to **nominate for IPAA ACT's Spirit of Service Awards** to acknowledge outstanding work in your agency, share your achievements, and inspire others across the sector.
- Avenues to give back to the sector, collaborate, and expand peer networks by **joining an IPAA committee or community of practice**.
- **Complimentary online access** to new papers and the entire back catalogue of IPAA's journal of record on public administration, public management, and public policy in Australia - **the Australian Journal of Public Administration**.
- **Expand your knowledge of public administration and networks across Australia** through participation in events, seminars, and conferences.

## ADDITIONAL BENEFITS

The inclusion of fully digital and hybrid events in our event programming has opened up opportunities for staff from across the country to engage and learn with us, including access to:

- **Work with Purpose** podcast series exploring the important role of the public sector in serving Australia's communities and tackling contemporary challenges.
- **Resource library** of past event and conference recordings and transcripts.
- **Monthly editions of IPAA Connect and regular events newsletters** delivering curated content and resources for the public sector.

*"IPAA is a very valuable service and I encourage my staff to attend events and professional development opportunities."*

# GET INVOLVED

## HERE ARE SOME WAYS ON HOW YOU CAN GET INVOLVED WITH US:

### ATTEND OUR EVENTS

[Sign up](#) to receive our event invitations and newsletters.

### BUILD YOUR CAPABILITY

Participate in capability programs such as our [Future Leaders Program](#). Discuss and debate current and emerging challenges, broaden your perspectives of the public service, and network with your peers across the public sector.

### HONE YOUR EXPERTISE

Attend a SES masterclass to strengthen your skills and learn from leading local and global experts.

### SUGGEST A SPEAKER

Contribute relevant insights for public sector professionals by suggesting a speaker or topic for an IPAA event or podcast.

### JOIN A COMMITTEE OR WORKING GROUP

Expand your networks and give back to the public sector by joining an [IPAA ACT committee](#) or working group.

### CELEBRATE PUBLIC SERVICE EXCELLENCE

Recognise outstanding public sector initiatives in IPAA ACT's [Spirit of Service Awards](#).



*“As well as personal development, IPAA provides an excellent opportunity to maintain and grow networks.”*

## KEEPING YOUR MEMBERSHIP CURRENT

To keep your organisation and staff informed of events and programs relevant to their specific roles, it is important that you provide us with appropriate contact details within your organisation.

Organisational member key contacts are usually from the executive office and/or the communications or HR teams. We also encourage you to provide as many staff contacts as appropriate for inclusion on event and communication distribution lists. If staff leave your organisation, please provide us with replacements by emailing [membership@act.ipaa.org.au](mailto:membership@act.ipaa.org.au).

## ABOUT IPAA

IPAA ACT is the professional body promoting excellence and professionalism in public administration.

We are a non-profit and non-partisan organisation working with the public sector, private sector, academia and other institutions to provide members with a platform for debate and discussion about improving and striving for excellence in public administration in Australia.

Read our [Strategic Plan 2022-25](#) which outlines our current priorities.



## LEADERSHIP

IPAA ACT has a two-tier governance structure including a board and council. The board of directors is the governing body of IPAA ACT and is elected by the council. The council represents our member base and is elected by members every three years. The board and council are led by our President, Ms Katherine Jones PSM FIPAA.

*“Working in a portfolio agency, IPAA is critical to understanding the whole of government context.”*

## THE IPAA TEAM

The IPAA ACT team is based in Barton and led by Chief Executive Officer, Kate Driver. Meet Kate and the team [here](#).

## IPAA’S NATIONAL FOOTPRINT

IPAA ACT is part of a federated national body which was formed on 1 January 1980. Andrew Metcalfe AO is IPAA’s national president. He leads a national council made up of representatives of the eight IPAA divisions and a national executive. More information on IPAA’s national activities is available on the [IPAA national website](#).

# LEADERSHIP

## IPAA ACT BOARD OF DIRECTORS

### Chair and President

#### **Katherine Jones PSM FIPAA**

Secretary

Attorney-General's Department

### Deputy President

#### **Letitia Hope**

Deputy Secretary

Department of Social Services

### Deputy President

#### **Justine Greig**

Deputy Secretary, Defence People

Department of Defence

### Board member

#### **Kathy Leigh FIPAA**

Head of Service, ACT Public Service  
and Director-General

ACT Chief Minister, Treasury and

Economic Development Directorate

### Board member

#### **Mark Harrison**

Managing Director

Sententia Consulting

### Board member

#### **Patrick Hetherington**

Chief Operating Officer

Department of Social Services

### Board member

#### **Kathy Hilyard**

Co-founder

Centre for Collective Leadership

### Company Secretary

#### **Barry Mewett FIPAA**

Fellow and Individual Member

We are a non-profit and non-partisan organisation. We work in partnership with the public sector, private sector, academia, and other institutions to provide a platform for debate and discussion on public administration in Australia, focused on improvement and professional excellence.

## IPAA ACT COUNCIL

### **Katherine Jones PSM FIPAA**

IPAA ACT President and Board Member  
Secretary, Attorney-General's Department

### **Justine Greig**

IPAA ACT Board Member and Deputy President  
Deputy Secretary, Defence People  
Department of Defence

### **Letitia Hope**

IPAA ACT Board Member and Deputy President  
Deputy Secretary, Department of Social Services

### **Kate Driver**

IPAA ACT Chief Executive Officer  
IPAA Council Public Officer (ex officio)

### **Dr Rachel Bacon**

Deputy Secretary, Public Sector Reform  
Department of the Prime Minister and Cabinet

### **Sam Chard PSM GIACD**

Head of Division Business Grants Hub  
Department of Industry, Science and  
Resources

### **Diane Brown**

Deputy Secretary, Revenue Group  
The Treasury

### **Maree Bridger**

Deputy Secretary, Chief Operating Officer  
Department of Infrastructure, Transport,  
Regional Development, Communications and  
the Arts

### **Professor Janine O'Flynn**

IPAA ACT Representative to the  
IPAA National Council  
Director, ANU Crawford School of Public Policy

### **Michael Peel**

Executive Director, Government Client  
Coverage  
Commonwealth Bank

### **Jarrold Howard**

Deputy Chief Executive Officer Customer  
Service Delivery  
Services Australia

### **Sophie Sharpe**

Deputy Secretary,  
Department of Home Affairs

### **Chris Birrer**

Deputy Chief Executive Officer  
Payments & Integrity Group, Services  
Australia

### **Anna Faithfull**

Deputy Secretary Skills and Training Group  
Department of Employment and Workplace  
Relations

### **Jason Duarte**

IPAA individual members representative  
Head of Public Sector, Westpac

### **Chris Fechner**

Chief Executive Officer  
Digital Transformation Agency

## IPAA ACT COUNCIL

### **Kelly Pearce**

IPAA individual members representative  
Retired, former senior executive  
Department of Education

### **Leanne Blackley**

Chief Operating Officer  
Comcare

### **Jasna Blackwell CPHR**

Chief People Officer, Chief Risk Officer,  
First Assistant Secretary  
People, Parliamentary and  
Communications Division  
Department of Education

### **Professor Deborah Blackman**

Associate Dean Life Long Learning  
Professor in Public Sector Management  
Strategy Public Service Research Group,  
UNSW Canberra

### **David Mackay**

Deputy Secretary for Regions, Cities, and  
Territories  
Department of Infrastructure, Transport,  
Regional Development, Communications and  
the Arts

### **Tess Bishop**

Chief Operating Officer and Deputy  
Secretary  
Strategy, Enterprise and Engagement  
Group  
Department of Agriculture, Fisheries  
and Forestry

### **Lisa Carmody**

Deputy Director General  
Chief Minister, Treasury and Economic  
Development Directorate  
ACT Government



# COMMITTEES AND WORKING GROUPS

IPAA ACT supports several committees that oversee its governance and specialist events and activities in line with the strategic plan. These include the:

- Finance, Risk and Audit Committee
- Future Leaders Committee
- Executive Assistant Committee

Each committee comprises of representatives from our membership base, including the Australian government, ACT government, the private sector, and academia.

We also draw from a pool of experts from our membership base to be part of project-based working groups to help with the development of and provide guidance on the implementation of initiatives.

If you are interested in finding out more about our committees and working groups, please contact the IPAA team [here](#).

Being part of a committee is a great way to get involved in IPAA activities, grow your networks and give back to the sector.



## GOVERNANCE

### IPAA ACT CONSTITUTION, AGM, AND MEMBER'S ENTITLEMENT TO VOTE

The Institute of Public Administration Australia (ACT) Limited is a registered company under the Corporations Act 2001 and is bound by a constitution, which was last updated in October 2021.

The constitution is available [here](#).

IPAA ACT's Annual General Meeting is held annually in the second half of the calendar year. Notification of upcoming AGMs are distributed to heads and relevant contacts of member organisations 21 days prior to the meeting. Members are entitled to vote at the AGM, and special general meetings as they are called.

Further details about member voting entitlements and the voting process can be found in the [constitution](#).

# PARTNERS

IPAA ACT thanks our corporate partners, whose support has helped to enrich our program and offer a broader range of services.

## Tier 1 corporate partners



MinterEllison



## Tier 2 corporate partners



## Digital content partner

contentgroup

## In-kind partners



# PROGRAMS AND EVENTS

IPAA ACT works in partnership with the public sector, the private sector, academia and other institutions, to provide a platform for debate and discussion of issues of vital importance to public administration. Our suite of programs and events includes a podcast series, flagship events, special event series, on demand content, and conferences.

## FLAGSHIP EVENTS

### INTERNATIONAL WOMEN'S DAY EVENT

Our annual International Women's Day event recognises the extraordinary contribution that women make to the public sector.

### ADDRESS TO THE AUSTRALIA PUBLIC SERVICE

The secretary of the Department of the Prime Minister and Cabinet reflects on the year that was at this annual IPAA event.

### HELEN WILLIAMS ORATION

IPAA divisions host an oration as part of their annual calendar to honour an individual and their contributions to public administration. In 2018, IPAA ACT established the Helen Williams Oration in honour of Helen Williams AC, the first woman to be appointed secretary of an Australian government department.



*"IPAA events give me a broader perspective of the APS and motivate me in my work through sharing success stories and challenges."*

## EVENT SERIES

### SECRETARY SERIES

IPAA ACT has the privilege to work with key leaders across the public sector. The Secretary Series provides a platform for secretaries and agency heads to reflect on their portfolio, identify challenges, and discuss issues of relevance to the public sector.

### FUTURE LEADERS SERIES

The Future Leaders series is a professional development opportunity for emerging leaders to grow their networks and to learn from and engage with senior leaders and peers.

### EXECUTIVE ASSISTANT SERIES

The Executive Assistant or EA Series is a great opportunity for EAs across the public and private sectors to come together, share experiences and insights, and build their capability and networks.

## CONFERENCES

### IPAA ACT CONFERENCE

IPAA ACT's conference is Canberra's premier forum for the Australian public service, providing a stellar lineup of thought leaders and change agents from the public, private, and nonprofit sectors and academia.

# CAPABILITY

## FUTURE LEADERS PROGRAM

The Future Leaders Program gives upcoming leaders the opportunity to discuss and debate new and emerging challenges, broaden their perspectives of the public service, and network with participants from across the sectors.

Developed in partnership with Deloitte, the program is an interactive series of events and discussions. It is not a training course, but a series of curated experiences integrated through panel sessions, roundtable group activities, connecting with SES and Future Leaders alumni, and networking with other program participants.

The program is open to organisational members of IPAA ACT. Participants should be at the APS6 to EL1 level or equivalent levels within the private sector or academia. Organisational members are allocated a limited number of places per program.

*“Participation in the Future Leaders Program has played a significant part in my professional development.”*

Information about our capability programs can be found on the **IPAA website**, or contact the IPAA team at [capability@act.ipaa.org.au](mailto:capability@act.ipaa.org.au) or on **02 6154 9800**.



## SES MASTERCLASSES

Senior Executive Leadership Conversations is a six-session program for SES Band 1 and equivalent leaders from across the public sector in the ACT.

The program is framed around challenges facing public administration and the ongoing attributes and mindset required for excellence as a leader.

Each of the six sessions focuses on the craft of leading in a complex, volatile environment where expertise alone will not suffice, but harnessing the experience of colleagues, teams, and stakeholders will be increasingly necessary.

## FIRST NATIONS EMERGING LEADERS PROGRAM

This new program is designed for emerging First Nations leaders working in the Commonwealth and ACT public sector. It aims to emphasise Australian Aboriginal and Torres Strait leadership voices and lived experiences and provide a brave space to build our participants' resilience and authentic leadership brand.

# SPIRIT OF SERVICE AWARDS

IPAA ACT's *Spirit of Service Awards* recognise public sector initiatives that drive positive change for the Australian community.

Drawing on the learnings from our historical and successful award programs – the Prime Minister's Awards for Excellence and the Public Sector Innovation Awards – we have created a new program that reflects leadership and excellence in the contemporary public sector.

**The four award categories are:**

## **COLLABORATION AWARD**

Recognising cross-agency and/or cross-jurisdiction initiatives where organisations have collaborated to deliver superior outcomes.

## **COMMUNITY ENGAGEMENT AWARD**

Recognising initiatives where communities have been deliberately engaged in novel ways and/or have played a key role in designing and delivering superior services, regulations and policies that positively impact the quality of community life.

## **BREAKTHROUGH AWARD**

Recognising initiatives that develop and/or apply novel and ingenious analyses, products, processes, services, technologies and/ or management practices to create better outcomes for beneficiaries.

Breakthroughs also include continuous improvement and repurposing of existing practices.

## **LEARNING AWARD**

Recognising initiatives that deliberately engage with risk and potential failure to build public administration practice to address complex problems.

One discretionary award is also offered – the **Kerry Kennedy Award**. This award celebrates small organisations or agencies that despite fewer resources, achieve excellence through collaboration and thinking outside of the box. This award is in honour of the late Kerry Kennedy for his contributions to IPAA ACT and its past award programs.

The awards are open to all IPAA ACT members from commonwealth and ACT public sector agencies. Cross-jurisdictional initiatives are encouraged, provided the lead organisation is an IPAA ACT member and is from the commonwealth or ACT public service.

*“There is encouraging and inspiring work happening right across the public sector and behind that work is teams of people who deserve to have their work called out and recognised.”*



# WORK WITH PURPOSE PODCAST

Launched in April 2020, the **Work with Purpose** podcast features discussions with leading experts about the challenges facing the Australian public sector and how to tackle them. David Pembroke, contentgroup's founder and CEO, leads the Work with Purpose discussions.

Listen to the [Work with Purpose podcast](#).

Topics covered in the series have included:

- early COVID-19 response
- health and wellbeing
- the economy
- the APS after COVID-19
- security and defence
- innovation
- ACT government perspectives
- corporate perspectives
- future of work
- partnerships and collaboration
- diversity and inclusion
- integrity



Produced in partnership with

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Supported by



**Australian Government**  
**Australian Public Service Commission**

# PUBLIC SECTOR UNEARTHED SERIES

Public Sector Unearthed is a spin-off series of our Work with Purpose podcast, produced in collaboration with the APS Reform Office, contentgroup, and IPAA ACT.

On Unearthed, we listen to people's stories and showcase public servants who are achieving grassroots culture change and reform. This can be through initiatives in leadership and mentoring, communities of practice, diversity and inclusion networks, and the effective promotion of the values and purpose of the public sector.

Listen to the Unearthed series [here](#).



Produced in partnership with



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# COMMUNICATION CHANNELS

IPAA ACT regularly communicates with members via email. Members can choose to receive the following communications:

## EVENT AND PODCAST UPDATES

Notifications of upcoming or recently released events, programs, and podcasts delivered or supported by IPAA ACT.

## IPAA CONNECT

Our monthly newsletter highlights past, current, and future IPAA events and activities, along with relevant public sector news and resources.

You can [subscribe](#) to our email communications using this form. To add multiple staff members to our email distribution list, contact [membership@act.ipaa.org.au](mailto:membership@act.ipaa.org.au).

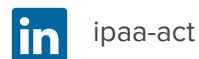
## WEBSITES

The IPAA ACT website provides regularly updated information on events, news, initiatives, and multimedia content.

IPAA's national website provides regularly updated information on IPAA events and training opportunities across Australia. It also has a range of freely available content including news, features and insights, as well as the history of IPAA and the national council.

## SOCIAL MEDIA

Follow us on our social media channels for more updates:

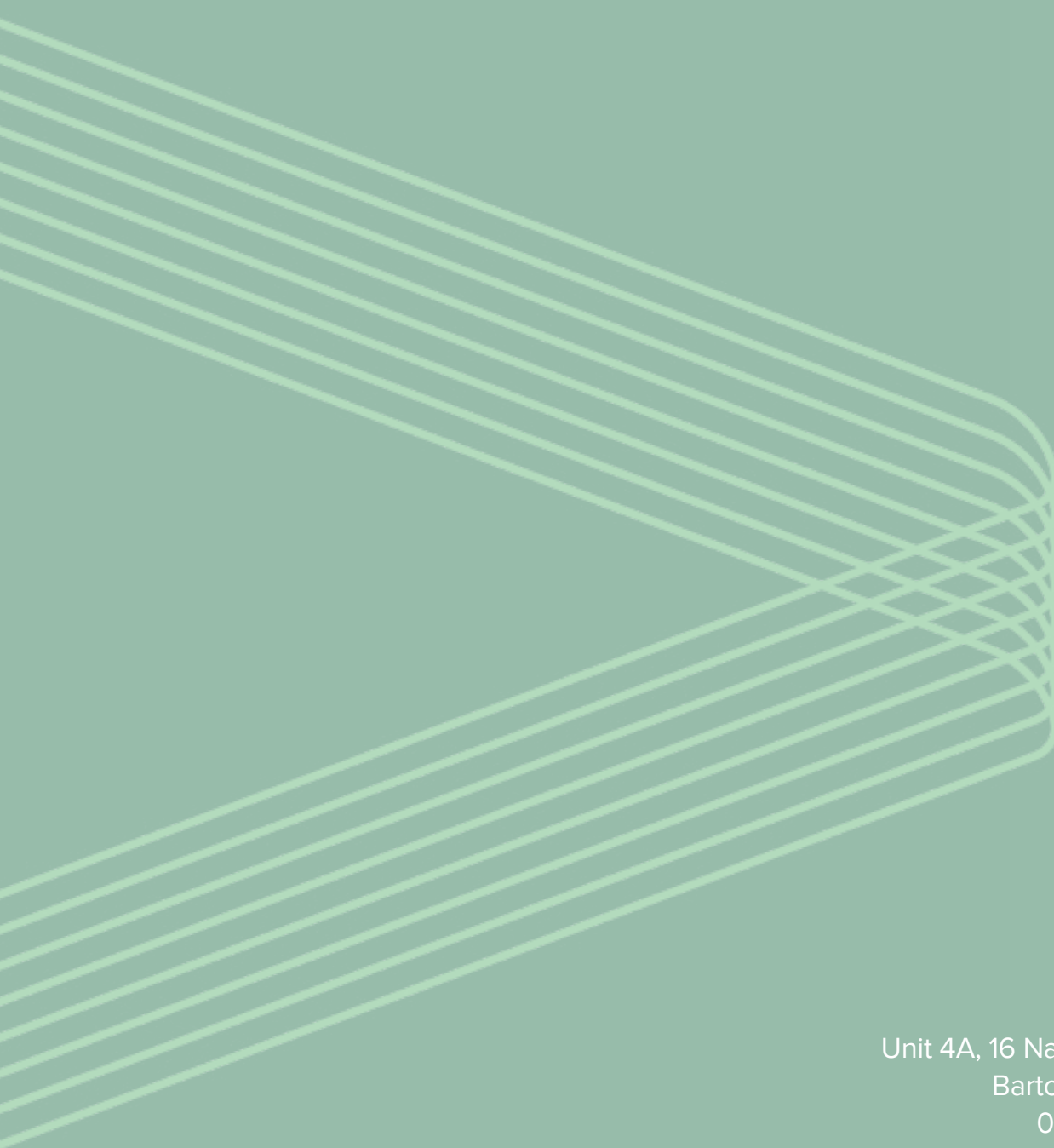




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