



CORPORATE PROFILE – Megan Buntine

Megan is the principal consultant of Megan J Buntine Consulting Services and her mission is to build the capability of organisations and individuals through the work she does.

Megan has worked and volunteered across the community sectors for more than 30 years, as well as running her own businesses over the past 20 years.

Megan specialises in supporting community organisations, small businesses, and individuals with:

- Organisational Governance
- Community Development
- Goal Setting and Strategic Planning
- Management Coaching
- Policy and Procedure Development
- Tailored Training Programs
- Community Leadership
- Project Management
- Change Management
- Quality Assurance and Improvement
- Audits and Accreditations
- Compliance Management
- Occupational Health and Safety
- Mentoring

Megan's qualifications include a Bachelor of Science majoring in psychology from the University of Melbourne, a Diploma of Government (Management), a Certificate IV in Training and Assessment, a Certificate IV in Occupational Health and Safety, a Certificate IV in Governance, and a Certificate IV in Disability (equivalent). She is also a trained lead auditor, an SAI Global-preferred consultant, and has completed the Company Director's Course with the Australian Institute of Company Directors.

Megan has previously been awarded a Victorian government Occupational Health and Safety scholarship, she has also been nominated for a Department of Human Services Valuing Achievement Award, and she is proud to be a volunteer citizen advocate for a man with multiple and complex needs for nearly 25 years.

Megan has been a member of a number of community organisations' committees and boards, in both executive and ordinary roles. She is currently a Director on the Board of Alexandra District Health as well as being an Independent Non-Executive Director for Morcare Services, and in recent years she was Secretary on the Board of Rivers and Ranges Community Leadership Incorporated, a member of the Victorian Public Tenants' Association Inc's Board, and a Director on the Board of the Kinglake Ranges Foundation.

Megan writes articles and blogs on a range of topics for a variety of audiences.

Megan has worked extensively across the community sector, particularly in:

- legislative compliance in the areas of:
 - Incorporated Associations
 - Disability Services
 - Privacy

- Health and Safety
- Human Rights
- quality management, including:
 - the *Quality Framework for Disability Services in Victoria*
 - the *Promoting Better Practice* program
- project management for state and local government, and in the non profit sector
- people management of large and small teams
- recruitment, induction, training and performance management
- contract management for state government

Some of Megan's projects have included:

- Creating and rolling out the 'Governance Basics for Committees and Boards' organisational governance training and support program for community-based non-profit Boards and Committees of Management across Victoria
- Development and delivery of 'Supporting individuals to create a life that is meaningful to them' – a workshop program to educate support workers in the health and community services sector in how to work in a more person-centred way, as well as how to facilitate self-direction for the people they support
- Supporting the (then) Victorian Department of Human Services (DHS) to prepare for audit against the *Standards for Disability Services in Victoria*
- Conducting an investigation into major issues at a Victorian Group Home for people with disability
- Supporting the establishment of the innovative Choice In Living program for people with disability in regional Victoria
- Leading preparation for audit against the *Standards for Disability Services in Victoria* for the Dame Pattie Menzies Centre
- Community sector training for Mitchell Shire Council, Yarra Ranges Council, and Wellington Shire Council
- Delivering accredited training programs for Registered Training Organisations
- Policy development and Rules reviews for Gateway Local Learning and Employment Network (LLEN) and Hume Whittlesea LLEN
- Policy development and staff training for Nadrasca Community
- Staff training for the Dame Pattie Menzies Centre
- Developing the *Operational Managers' Resource Kit* for Disability Accommodation Services, DHS
- Systems development and event coordination for the Australian Sparkling Wine Show
- Business development and planning for Australian Food Hygiene Services
- Portfolio management for DHS in the areas of: Quality, Privacy, Occupational Health and Safety, Human Rights, Workforce Strategy, and Business Systems

Megan's ability to effectively identify specific problem areas for an organisation, to design tailored solutions to address these issues, to implement those solutions, and to engage well with personnel at all levels within an organisation, makes her a valuable contributor to any organisation.