PH: (03) 8407 0940
ABN: 74 168 402 711
ACN: 168 402 711
www.includingyou.com.au

ORGANISATION CHART FOR INCLUDING YOU AS OF 11/02/2020

Organisation Chart
Version 1.5
February 2021

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Director

(Belinda Toohey)

- Strategic planning
- Day to day business operations
- Staff Training
- Complaint Management
- Supervision – Support Coordinators

Human Resources Manager

(TO BE ADVISED)

- Recruitment
- Work Safe
- Compliance
- Management of the casual staff

Director

(Dominic Nadalin)

- Accounts
- Supervisor of Human Resources Manager
- Finance
- NDIS correspondence

Support Coordinator/ Team Leader

(Cherie Walker)

- Collaborative Discharge Supervisor

General Support Coordinator/ Team Member

(TO BE ADVISED)

Support Coordinator/ Team Leader

(Jan McIlwraith)

- Collaborative Discharge Specialist

General Support Coordinator/ Team Member

(Kaitlan Challis)

Support Coordinator/ Team Leader

(Brooke Martell)

- Child Protection Behaviour Specialist

General Support Coordinator/ Team Member

(Taylor Harrower)

Justice & Direct Supports Team Leader

(Alessia Borreca)

- Direct Support Assistance

Justice/ General Support Coordinator/ Team Member

(Allanna Pipicelli)

Head of Administration & Accounts Assistant

(Laura Mcilwraith)

- Point-of-Contact for Staff and Service User General Enquiries
- Systems Management
- Assists with invoicing
- Point-of-Contact for Service User Intake

Rostering Coordinator

(Sandra Blunsden)

- Point-of-Contact for all Rostering queries and changes
- Assists with Administration & Intake Coordination