

# POSITION DESCRIPTION



**JOB TITLE:** YWCA Australia Director

**LOCATION:** National

**THE ROLE:** YWCA Australia is seeking to appoint 3 Directors whose skills align with the strategic direction of the organisation and complement the current skills and experience mix of the Board. The Board is comprised of 9 Directors, at least 1/3 of which must be Young Women (aged 30 or under at the time of appointment). The Board has adopted a Board Charter which reflects the requirements of the ACNC.

**YWCA VISION:** all women, young women and girls are safe and respected, with equal access to power, opportunity and resources.

**YWCA PURPOSE:** to be a strong, unified, national feminist organisation of women, young women and girls, working to achieve gender equality.

It is a requirement that the job holder fully complies with, promotes and lives **YWCA's Core Values:**

**FEMINISM**

**INCLUSION**

**EXCELLENCE**

**INNOVATION**

**INTEGRITY**

## KEY RESPONSIBILITIES

- Assist in promoting and advocating YWCA's strategy and vision
- Question, encourage, monitor and scrutinise management
- Bring relevant competency, experience, legitimacy and ethical behaviour to the Board
- Ensure proper governance processes are followed with integrity, including financial reporting and disclosure and compliance with the law and other requirements
- Challenge and contribute to the development of strategy, approve its adoption and monitor performance towards achievement
- Approve budgets and major capital expenditure decisions

## QUALIFICATIONS, EXPERIENCE AND ATTITUDE

### Required Competencies

- Alignment with the values and vision of YWCA Australia
- Integrity
- Knowledge and understanding of a Director's responsibilities
- Emotional intelligence
- Collaborative yet curious and courageous
- Active contribution
- Strategic expertise
- Industry knowledge

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- Commercial astuteness

## **Qualifications and Desired Skills**

- Commercial property and asset management, ideally also strategy and commercial experience
- Governance, risk and compliance
- Finance and audit (strategic finance)
- Relevant board experience
- Skills, experience and networks relevant to government. relations at a strategic level
- Senior executive management experience

YWCA values diversity of thought and experience. We strongly encourage applications from regional areas and seek to strengthen our cultural diversity.

## **Independence**

The Board has determined that each Director should be independent. Independence means free of any business or other relationship that could materially interfere with, or could reasonably be perceived to materially interfere with, the independent exercising of their judgement.

Directors are required to comply with the Organisation's Conflict of Interest Policy.

## **TIME COMMITMENT, TERM AND REMUNERATION**

- Up to 10 Board meetings per year – 3 to be held face to face in Sydney which are 4-6 hours in length. Alternate meetings to be held virtually and are approximately 2-3 hours.
- Attendance at the AGM which may be located regionally.
- Participation on a Board established Committee may be required. Committees generally meet quarterly for 2 hours and meetings are held virtually.

The initial term of the appointment will be for 3 years, annual reviews of performance will take place.

This is a volunteer position. Directors are strongly encouraged to undertake ongoing professional development. YWCA provides an annual amount of development funding to each Director. Travel expenses will be reimbursed.