

POSITION DESCRIPTION



JOB TITLE: YWCA Australia Non-Executive Director – Elected

LOCATION: National

THE ROLE: YWCA Australia is seeking to appoint 2 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 11 Directors, 60% are elected by Members and the balance appointed by the Board; at least 1/3 of whom must be Young Women (aged 30 or under at the time of appointment). Directors of YWCA Australia are also appointed as directors of the subsidiaries, YWCA National Housing and YWCA Housing. The Board has adopted a Board Charter which sets out the roles, responsibilities and principles within which it operates. The Charter reflects the requirements of the Australian Charities and Not-for-Profits Commission and can be accessed [here](#).

YWCA VISION: A future where gender equality is a reality.

YWCA PURPOSE: Making young women's leadership and women's housing our priority for gender equity in Australia.

YWCA STRATEGY: The YWCA Evolve Strategy (YeS 2026) can be found [here](#).

YWCA's Core Values:

FEMINISM

INCLUSION

EXCELLENCE

INNOVATION

INTEGRITY

INTERSECTIONAL FEMINISM: YWCA Australia is an evolving intersectional feminist organisation. We are working to develop a strong, intersectional feminist understanding across the organisation and ensure our decisions are informed by principles and criteria for intersectional decision-making, impact and sustainability.

Gender equality requires systems thinking and systems change. We need to understand how systems, structures and processes can drive different outcomes and experiences for women and people of marginalised genders in all their diversity and people of marginalised genders. Intersectionality considers colonial, racial, social and political contexts and recognises the discrimination and oppression enforced by systems on individuals and their experiences.

We cannot achieve gender equality without an intersectional lens in all that we do, advocate for and seek to change.

KEY RESPONSIBILITIES

- Question, encourage and monitor management
- Bring relevant competence, experience 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
- Participate in a Board-established committee if required

POSITION DESCRIPTION



SELECTION CRITERIA: SKILLS, EXPERIENCE AND ELIGIBILITY

YWCA is seeking Directors with experience in one or both of the following areas and ask that applicants address these skills within their cover letter:

- Commercial sector skills: Strong business acumen with experience working in a commercial entity and demonstrated understanding of the drivers which ensure the sustainability and impact of an organisation.
- Homelessness sector skills: Knowledge of the homelessness service sector, research and evidence, relevant national and state policy, reforms and funding cycles.

When considering your suitability, please reflect on your professional, volunteer and life experience as well as your education, which may be ongoing.

Required Competencies

It is expected that Directors of YWCA Australia:

- Are aligned with the feminist values and vision of YWCA Australia
- Are advocates for leadership by young women and people of marginalised genders
- Act with integrity and display emotional intelligence
- Have an understanding and knowledge of Director duties
- Are collaborative yet curious and courageous
- Use their personal and professional networks to advance YWCA's purpose
- Participate and contribute, having regard to the time commitment set out below

YWCA is seeking candidates with diverse backgrounds and experiences. We strongly encourage Young Women, non-binary individuals and Aboriginal or Torres Strait Islander people to apply for these positions.

Eligibility

Applicants must be eligible to be appointed as a Director within the requirements of [the Constitution](#) (including be an Ordinary or Life Member of YWCA Australia), the Corporations Act 2001 (Cth) (including being 18 or above) and the ACNC Act.

If you are not already a member of YWCA Australia – join [here](#) for free.

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 judgement.

Directors are required to comply with the YWCA Australia Corporate Governance framework, which includes the Conflict of Interest Policy.

POSITION DESCRIPTION



TIME COMMITMENT, TERM AND EXPENSES

- Preparation for and attendance at 6 Board meetings per year + 1 Strategy session. 2 meetings are to be held face to face (COVID allowing) and may be located interstate. Otherwise, meetings will be held virtually and are approximately 2-3 hours.
- Participation on a Board-established Committee, if required. Preparation for and attendance at Committee meetings, which are held virtually, generally quarterly and are approximately 2 hours.
- A comprehensive induction will be provided which will require additional time commitment in the first 1-2 months.
- Attendance at the AGM which may be located interstate or virtually, and other ad hoc events as a representative of YWCA.

The initial term of the appointment will be for 3 years. We anticipate that, in normal circumstances, a commitment of around 8-10 hours per month (excluding travel) is required. In most cases, meetings are held with start times alternating between early (7:30am), mid (lunch time) and late (4pm). Travel and one face to face meeting may be required on a weekend.

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

How to apply:

Candidates are requested to provide a cover letter addressing the selection criteria and a CV. Click <https://bit.ly/3BlobCu> for more information.