

SCHOOL SPORT AUSTRALIA INDEPENDENT BOARD MEMBER - POSITION DESCRIPTION

Job Title:	Independent Board Member
Organisation:	School Sport Australia

OVERVIEW:

Since its establishment in 1981, School Sport Australia has been responsible for the development and promotion of school sport in Australia.

This has been achieved through the work of its State Member bodies (Association Members) which have accepted the responsibility of implementing School Sport Australia programs, assisting in policy development and providing, through their individual state networks, the maximum number of opportunities for students to participate in the broadest possible range of sporting activities.

During this time, the focal point of School Sport Australia activities has been the interstate competitions offered at both primary and secondary levels. These are the culmination of state based programs and offer the gifted and talented students the opportunity to participate in higher levels of sporting competition. These events are an integral part of the School Sport Australia program, not only for their sporting benefits, but also for the immense educational, cultural and social benefits they provide for the participants.

School Sport Australia's vision is to create positive educative and unforgettable experiences through school sport. Its purpose being to provide high-quality national sport championships for representative State and Territory school sports team.

School sport is delivered within an educational context, with a focus on the education and development of students. School Sport Australia's program is multi-sport, including a mix of team and individual sports; delivered by teachers and qualified officials; and providing access to every student in Australia, through the school system.

INDEPENDENT BOARD MEMBER ROLE:

The role of an Independent Board Member is, together with other Board Members, responsible for ensuring good governance, strategic direction, policies, budget, financial and risk management, oversee performance of the Executive Officer and ensure that the Board Members comply with the [School Sport Australia Constitution](#).

The Board comprises a President, ordinary Board members appointed from each Association and up to three (3) independent persons appointed by the Board.

The term of independent Board members shall be for a period of no more than two (2) years unless otherwise determined by the Board.

Board Member positions are voluntary, which do not attract any remuneration. The Board Members may be reimbursed for pre-approved travel and other expenses incurred when attending meetings of the Board and other relevant meetings.

BOARD MEMBER DUTIES:

As per the School Sport Australia Constitution, Board Members are required to:

- Become familiar with the School Sport Australia Constitution and the Associations Incorporated Reform Act 2012 (Vic)
- With other Board Members, be collectively responsible for ensuring that School Sport Australia complies with the Associations Incorporated Reform Act 2012 (Vic) and that individual Board Members comply with the School Sport Australia Constitution.
- Exercise their powers and discharge their duties with reasonable care and diligence, in good faith and in the best interest of School Sport Australia and for a proper purpose.
- Must not make improper use of their position or information acquired by virtue of holding their position so as to gain an advantage for themselves or any other person or to cause detriment to School Sport Australia.
- Perform any other duties imposed from time to time by resolution at a general meeting.

Other responsibilities include:

- Adhere to School Sport Australia policies, procedures, rules, regulations and directions, including the School Sport Australia Child Safe Policy and Privacy Policy.
- Support and represent School Sport Australia at national School Sport Australia Games and Championships as needed.
- Guide strategy and policy making to achieve and maintain high quality school sport programs in line with the purpose of School Sport Australia.
- Actively participate in Board meetings and Board committee meetings as required.
- Declare and avoid any real or perceived conflicts of interest.
- Contribute to positive board behaviour by showing respect, courtesy and professionalism for other Board Member's opinions and allowing each member a fair and equal opportunity to contribute to discussion and decision making.

REQUIREMENTS OF INDEPENDENT BOARD MEMBER:

- When nominating as an independent Board Member, a nominee must be over the age of 18 years, reside in Australia and meet the skills, experience and/or qualifications as prescribed from time to time by the Board.
- An employee, Board member or committee of management member of the relevant school sport unit for each of the member bodies of School Sport Australia, and/or Affiliate Association Member cannot also be an independent Board Member.
- An individual holding an operational position (either paid or unpaid) with School Sport Australia (i.e. reporting to the Executive Officer) cannot be an Independent Board Member.
- A person who is employed or contracted by an organisation that supplies goods or services to School Sport Australia on a commercial basis cannot be an independent Board Member.
- An outgoing Executive Officer cannot be appointed as an Independent Board Member for three (3) years after leaving the Executive Officer position.
- Skills, expertise and/or qualifications in the areas of either commercial and sponsorship, marketing and communications, legal and compliance and digital/technology will be highly desirable. Previous Board experience will be looked upon favourably.

The Board shall meet often as is deemed necessary and at least four (4) times in each year at the dates, times and places determined by the Board. Time commitment from Board Members includes:

- Attendance at Board Meetings; usually held once every two (2) months, for two (2) hours in duration, primarily held online and during business hours.

- Attendance at Board committee meetings, as required, primarily held online and during business hours. The expectation is that Board Members are on at least one (1) School Sport Australia Committee.
- Attendance at the Annual General Meeting.
- Review and responding to information between meetings for urgent matters.

Should you require any further information please contact School Sport Australia President, Graeme Jennings at GRAEME.J.JENNINGS@det.nsw.edu.au

Applications for an independent Board Member position are to be submitted in writing via email, including a cover letter and resume to Graeme Jennings, President, GRAEME.J.JENNINGS@det.nsw.edu.au