

CASUAL ELECTED BOARD DIRECTOR

1. POSITION TITLE

Elected Board Director on Triathlon NSW Limited (t/as NSW Triathlon) Board in a volunteer capacity.

Due to two casual vacancies on the NSW Triathlon Board recently becoming available, a call for Expression of Interest is occurring to fill the positions.

2. ABOUT NSW TRIATHLON

NSW Triathlon, a company limited by Guarantee, is the recognised State Sporting Organisation for the sport of triathlon in New South Wales. It is one of eight State or Territory Triathlon Associations who are members of AusTriathlon. AusTriathlon is a member of World Triathlon (TRI)

The replacement of 'Elected Directors' in the case of Casual Vacancies is allowed under Rule 30 of the NSW Triathlon Constitution.

An Elected Director appointed under this Rule cannot be a person who, within the previous twelve (12) months, was an unsuccessful nominee for the position of an Elected Director, unless such appointment is approved by a majority of members.

In selecting Appointed Directors under this Constitution, the Board shall have regard to ensuring fairer gender representation.

3. PRIMARY PURPOSE OF THE BOARD

- To govern the sport of triathlon in New South Wales.
- To develop the strategic direction of triathlon in New South Wales and to guide the implementation of the strategic plan.
- To review and report on the financial and operational performance of NSW Triathlon.

4. SELECTION CRITERIA AND QUALIFICATIONS

- Governance experience and knowledge combined with previous experience working on a volunteer board in a not-for-profit member-based organisation will be highly regarded.
- Marketing and Human Resources (HR) qualifications and associated experience working in a relevant industry or organisations will be highly regarded.
- As per the NSW Triathlon constitution, cannot be a current member with any club already represented on the NSW Triathlon Board. Clubs current represented are Macarthur Triathlon Club, Scone Triathlon Club, Orange Triathlon Club, Balance Triathlon Club, Northern Suburbs Triathlon Club and Warringah Triathlon Club.
- Elected Board Members replacing Casual Vacancies must be a current member or prepared to become a member of NSW Triathlon prior to appointment.

5. COMMITMENTS AND EXPECTATIONS

- The NSW Triathlon Board meet monthly via teleconference (the third Tuesday of each month).
- Paperwork will be circulated prior to each meeting, and each board meeting is expected to have perused the documents in preparation of the meeting.
- Ad hoc board decisions are made outside of teleconferences, usually via email. Remuneration as per Rule 28.6 of the NSW Triathlon constitution, Directors are not entitled to be paid remuneration. As such this is a volunteer role.

6. KEY RESPONSIBILITIES OF BOARD MEMBERS

6.1 GOVERNANCE

- Guide the development of appropriate policies to define the parameters within which the organisation should operate.
- Identify key risks to the organisation across a range of areas including operational, financial, legal and regulatory responsibilities.
- Monitor risk and compliance management frameworks and systems.
- Appoint and evaluate the performance of the CEO.
- Oversee and guide organisational change.

6.2 STRATEGY

- Subject to the over-arching responsibility that the national body, AusTriathlon has in the sport's overall strategic planning, identify and critically assess strategic opportunities and threats for triathlon and sport generally.
- Develop effective strategies to support the long-term vision for triathlon in New South Wales. Provide direction on the strategic use of information management and information technology.
- Provide direction on communications, marketing, branding and business systems, practices and improvement.
- Engage and communicate with stakeholders in the triathlon and broader sporting community.

6.3 FINANCIAL AND OPERATIONAL PERFORMANCE

- Ask questions and challenge management and peer directors on decisions and activities in a constructive manner.
- Review and monitor the performance of management in meeting agreed goals and objectives.
- Analyse key financial statements.
- Critically assess financial viability and performance.
- Contribute to financial planning.
- Oversee budgets and the efficient use of resources.
- Oversee government and commercial funding arrangements and accountability.

7. HOW TO APPLY

If you are interested in joining the Board as an Elected Director replacing Casual Vacancies, please submit your Expression of Interest via email with a summary of your relevant skills and experience and your reasons for wanting to join the Board (no longer than 2 pages please).

The successful applicants will be offered terms to be determined by the Board.

Submissions are to be sent to the NSW Triathlon Chief Executive Officer, Adam Wicks, at adam.wicks@nsw.triathlon.org.au by 5pm **XXXXXXXXXX**.

For any queries, please contact Adam on 0438 648 117.