



ROLE DESCRIPTION	No: BOARD DIRECTOR 01
Title: CAS BOARD DIRECTOR (Elected)	
<p>Organisational Context:</p> <p>The Confederation of Australian Sport is an independent, not-for-profit industry voice committed to promoting the contribution of community sport and representing the interests of those organisations and peak bodies involved in community based sport and active recreation.</p> <p>With a heritage and the DNA of Australia’s National Sporting Organisations (NSO’s) and driven by the mantra of ‘Sport for All’ the Confederation of Australian Sport (CAS) has been a committed advocate for Australian sport since 1976.</p> <p>CAS believes it can make an important contribution to increasing health and wellbeing in the nation through sport.</p>	
<p>Primary Function:</p> <p>Provide governance to the Confederation of Australian Sport, represent CAS to the community and accept responsibility for its success and sustainability.</p>	
<p>Term:</p> <p>The CAS Director is appointed for an initial period of two years. With the agreement of the Board a director may be appointed for a further two year term.</p>	
<p>Board Structure and Commitments:</p> <p>The Board of CAS is comprised of appointed 4 directors with the potential for the election of 2 further directors.</p> <p>Directors are required to attend up to 4 Board meetings each year including the Annual General Meeting. Meetings may be held face to face or by teleconference.</p> <p>Directors are required to respond to periodic correspondence and reports as requested by Executive management.</p> <p>Directors will be invited to attend events, functions and industry forums conducted periodically by CAS.</p>	
<p>Remuneration:</p> <p>The position is voluntary. Nil remuneration but necessary expenses are reimbursed.</p>	
<p>Major Duties:</p> <ul style="list-style-type: none"> • Govern the organisation by broad policies developed by the Board. • Establish overall long and short-term goals, objectives and priorities for the organisation in meeting the needs of the sporting and broader communities. 	

- Promote the organisation through relevant networking and support philanthropic and political support and understanding of CAS.
- Monitor and evaluate the effectiveness of the organisation through a regular review of programs and services.
- Provide candid and constructive criticism, advice and comments.
- Approve major actions of the organisation, such as capital expenditure and major program and service changes.
- Stay up to date and actively monitor changes in the operating environment that impact on the organisation.
- Annually review the performance of the Board and take steps to improve its performance. Prepare for and participate in the discussions and the deliberations of the Board.
- Foster a positive working relationship with other Board members, and Executive staff. Be aware and abstain from any conflict of interest.
- Review compliance with relevant material laws affecting the organisation.

Competencies – role related

- Knowledge of a director’s responsibilities – includes an understanding of the role as well as the legal, ethical, fiduciary and financial responsibilities;
- Strategic expertise – the ability to review the strategy through constructive questioning and suggestion and contribution to the effective decision making of the board;
- Accounting and finance – the ability to read and comprehend the company’s accounts, financial material presented to the board, financial reporting requirements and some understanding of corporate finance;
- Legal – the board’s responsibility involves overseeing compliance with numerous laws as well as understanding the individual director’s legal duties and responsibilities;
- Risk management – experience in managing areas of major risk to the organisation;
- Managing people and achieving change – experience in current management thinking on employment branding, engagement, strategic vision and stakeholder communication; experience in executive remuneration and compensation;
- Industry knowledge – experience in similar organisations or industries.

Competencies – personal

- Integrity – fulfilling a director’s duties and responsibilities, acting ethically, appropriate independence, putting the organisations interests before personal interests;
- Collaborative yet curious and courageous – a director must be able to function as an effective team member but also have the curiosity to ask questions and the courage to persist in robust discussion with management and fellow board members;
- Emotional intelligence – as well as self-awareness and self-management, a director needs to demonstrate empathy manifested through strong interpersonal skills. A director must work well in a group, listen well, be tactful yet able to communicate a cogent and candid viewpoint;
- Commercial judgment and instinct – a director needs to demonstrate good business instinct and acumen and be able to assimilate and synthesise complex information;
- An active contributor with genuine interest in the organisation and its business.

Experience:

A minimum of five years experience in a senior management role within sport, preferably at NSO CEO or chairman level.

Approved by

Date: