

Position Description | Board Director

Position	Board Director (Independent or Member-elected)		
Responsible to	WaterRA Board Chair	Date	6 September 2021

Prime objective of role

The Board Director (Independent or Member-elected) is directly responsible to the WaterRA Board Chair as specified in the WaterRA Constitution. The Director is aware of and fulfils governance responsibilities and complies with applicable laws, to conduct Board business effectively and efficiently.

Key accountabilities

The Director is accountable for their performance in the following key areas:

1. Ensure the integrity and effectiveness of the Board's governance and processes.
2. Serve as an important member of the Non-Executive Director group.
3. Assist the development and implementation of Corporate strategy to grow the organisation.
4. Attend all meetings of the Board, Members Meetings and the Annual General Meeting.

Duties and Responsibilities

1. Board Governance

- Assist the Board perform a governance role that respects and understands the separation of Board and Management duties.
- Work with the Board to adopt an annual work plan that is consistent with the organisation's vision, mission and strategic directions.
- Assist in Board succession by ensuring there are processes in place to recruit, select and train Directors with skills, experience, background and personal qualities required for effective Board governance.
- Contribute general governance knowledge (around issues such as financials, risk, audit and compliance).
- Maintain oversight and awareness of WaterRA's financial performance and outlook.

2. Strategic Planning

- Contribute to strategic planning processes that establish the strategic direction of WaterRA.
- Review and assist in the development of the strategic plan.
- Support the CEO in the practical implementation of the strategic plan and measurement of performance.

3. Performance and Commitment

- Monitor WaterRA's progress and achievement of its strategic priorities.
- Keep informed about Board and Committee matters, prepare well for meetings, review and comment on minutes and reports.
- Participate in the Board's annual evaluation processes.

- Participate in the review of the performance of the CEO.
- Volunteer for and willingly accept assignments and complete them thoroughly and on time particularly as they relate to business growth strategies.
- Attend Board (bi-monthly), Member (occasional) and Annual General Meetings held at various locations within Australia or via tele/video conference and other meetings / workshops as required from time to time.

4. Reputation

- Support the Board in the management of relationships with external stakeholders.
- Build and enhance WaterRA's public image and represent the company's perspective through interpretation of, and advocacy for its products and services.

5. Term

- A member-elected Director will serve on the WaterRA Board for a three-year term. A retiring Director is eligible to re-nominate at the end of their term, but may not hold office for more than nine (9) years in aggregate.
- An Independent Director's term will expire after three years unless they are re-appointed by the Board.

6. Other Responsibilities

- Fulfil the powers and duties from time to time, as prescribed by the Board to the Director.
- Perform all duties as a Director, as detailed in the Corporations Act and requirements of the ACNC Act.

Performance Evaluation

The Director performance will be reviewed by the WaterRA Board Chair on a regular basis, and at least once annually.

Essential Experience in at least one of the following:

- Director (independent director)

Desirable Experience and Qualifications

- Director experience for a not-for-profit company, preferably with GAICD qualification
- Experience in the water industry (member-elected director)
- Experience in a research environment (member-elected director)
- Research, education and training for the water industry
- Distance education/online learning
- Legal
- Accounting/finance
- Digitalisation/IT
- Knowledge transfer and delivering value