Nominations Committee Member
Member Representative

Skate Australia is the national sporting organisation responsible for management, coordination, development and promotion of skate sports in Australia. Together with its state associations, it collaborates with a network of stakeholders including Sport Australia, the Australian Institute of Sport (AIS), the National Institute Network (NIN), clubs and community members to enhance participation and competitive success in roller/inline skating, skateboarding and skate sports.

Skate Australia is a multi-sport organisation, bringing together the diverse and active sports of artistic skating, inline downhill, inline freestyle, inline hockey, inline speed, rink hockey, roller derby, roller freestyle, skateboarding - downhill and street luge, vert and the Olympic disciplines of park and street skateboarding.

The Skate Australia Board Nominations Committee assists and advises the Board in fulfilling its responsibilities on:

- matters relating to the composition structure and composition of the Board
- matters relating to senior executive selection and performance
- policies relating to people, culture, conduct, remuneration, equity, diversity and inclusion.

The Nominations Committee is comprised of three persons, including an Independent Chair, Board Representatie and Member Representative.

TO APPLY

To apply for this role, please submit a 1-2 page CV and a cover letter of no more than 2 pages highlighting how you meet the following criteria outlined in the attached Position Description.

- **Governance knowledge**
- **Industry experience**
- **Collective decision making**
- **People skills**

Please email your application to ariane.derooy@skateaustralia.org.au as soon as possible and no later than 6pm Wednesday 16th February 2022.

For further information, please contact by email in the first instance:
Tim McGrath, Director, Skate Australia
tim.mcgrath@skateaustralia.org.au

To be eligible as a Member Representative, candidates must be a Member of Skate Australia or its affiliated organisations at the time of submitting their application.

#skateaustralia
#fortheskaters
#unitedweroll

Position Description

Reports to	Nominations Committee - Independent Chair
Key Responsibilities	Collectively the Nominations Committee has the following responsibilities: **Board Nominees** • develop a board skills matrix setting out the mix of skills, expertise, experience, diversity and personal attributes that the Board should look to achieve in its membership. • advertise and receive all nominations for all Board Member positions and conduct a process to evaluate the skills, knowledge, experience, diversity, independence and culture fit of the nominees. • arrange communication with all nominees, arrange and conduct interviews as appropriate. • make recommendations to the Board and inform relevant stakeholders upon appointment by the Board. **Board Evaluation and Succession** • ensure succession planning for the Board, using reasonable endeavours to ensure no one gender constitutes more than 60% of the total number of the Board; • oversee a robust and effective process to undertake and review Board inductions, development and annual performance evaluation. • ensure that a process is undertaken annually to analyse the skills, expertise, experience, diversity and independence of the Board Members. **Executive Director** • manage the process to advertise, evaluate and select Executive Director candidates and recommend preferred candidates for appointment by the Board. • ensure succession plans are in place. • undertake Executive Director induction, professional development planning, annual performance evaluation and

	annual remuneration review. **Policies** • Review and recommend to the Board for approval, policies relating to people, culture, conduct, remuneration, equity, diversity and inclusion.
Skills, Knowledge & Experience	**Governance knowledge** • The ability to contribute to best practice governance processes • An understanding of the skills, knowledge, experience, attributes and diversity required for a highly functioning board/committee. **Industry experience** • Knowledge of not for profit member based organisations. **Collective decision making** • The ability to contribute to constructive and timely discussion and debate drawing on the expertise of the Nominations Committee. **People skills** • Experience in motivating, managing and dealing with people, including recruitment, evaluating performance and succession planning. Completion of the AICD Company Directors Course or similar governance education would be highly regarded. On appointment, completion of the Sport Australia 'The Start Line' Online Directors Course is essential if not previously completed.
Personal Attributes	**Integrity** • Meeting fiduciary duties and responsibilities, acting ethically, having appropriate independence, putting Skate Australia's interests before personal interests. **Effective communicator** • The ability to engage and effectively communicate with relevant stakeholders and members. **Emotional intelligence** • As well as self-awareness and self-management, the member needs to be able to engage in robust discussions **Engaged commitment** • A willing participant with a genuine interest in skating, skateboarding and skate sports.

	Time Commitment • The Nominations Committee will meet as often as necessary to undertake its role effectively but must meet at least three times each year. A more intensive time commitment is likely to be required during the period of Skate Australia's Board election process and Annual General Meeting (generally August-November each year).

Term of appointment	A term of 12 months to 2 years will be agreed with the successful applicant.
Expenses	The role is unpaid. While the majority of communication is online, associated expenses to attend in person meetings if required will be met by Skate Australia.