

Directors Pack 2021

Enclosed:

Role Description
Application Form

Instructions:

Please carefully read the following documents, complete the Application Form, and submit along with your CV to sisp@southerngulf.com.au by **5pm, Friday 15th October 2021**.

**Job Description
Chairperson
Southern Gulf NRM**

Company Overview

Southern Gulf NRM is a not-for-profit community-based company responsible for planning and implementation of sustainable Natural Resource Management (NRM) in the Southern Gulf of Carpentaria region of North-West Queensland. Southern Gulf NRM is governed by a Board of Directors under the provisions of the Corporations Act 2001 and the Constitution of Southern Gulf NRM Ltd.

The Southern Gulf region covers 215,000 square kilometers and comprises the catchments of the Flinders-Cloncurry, Leichhardt, Gregory-Nicholson Rivers, Settlement Creek and Morning Inlet, and the Wellesley Islands.

Southern Gulf NRM works to:

- Build collaborations,
- Gather and share information; and
- Broker funding for NRM activity and on-ground works.

We are charged with the aims of:

- Facilitate sustainable grazing land management,
- Protecting and restoring biodiversity values,
- Improving water quality; and
- Facilitating coastal and marine management within the region.

We work closely with our members, community groups and business partners, to achieve our vision to be the leader in regional natural resource management.

At the 2019 AGM, the membership reaffirmed the presence of Southern Gulf NRM as an important entity in the region. 2020 brought with it many challenges, the Board had the opportunity to redevelop the strategy for the organisation to create a stronger, more aligned organisation supporting the management of natural resources and assets in the region.

The Board of Directors

The Southern Gulf NRM Constitution provides that the Board comprise a Chairperson, and five (5) to seven (7) Directors with a mix of natural resource management, corporate and governance skills ensuring coverage across all sectors of the Southern Gulf of Carpentaria region.

When a vacancy arises, following a referral by the Board, the Chairperson and Directors are recruited and selected by the Standing Independent Selection Panel (SISP).

The company constitution specifies selection criteria to be used by the selection panel.

Role Description

The Board is responsible for the management and oversight of Southern Gulf NRM and works to apply the Governance Principles as recommended by the the Australian Charities and Not-for-profits Commission.

The role of Board Members requires the time and commitment to:

- Attend all Board meetings.
- Fully prepare for Board meetings by prior reading and evaluation of board papers and related material.
- In support of the Chairperson actively and constructively contribute to all meetings, support the participation of other directors, and support timely closure and decision making.
- Represent SG NRM as a Director and build and maintain relationships with regional communities and other stakeholders in the SG NRM business and advise the Chairperson, other directors, and the CEO of emerging issues.
- Actively and effectively contribute to the work of Board sub-committees, including as chairperson if requested.
- Participate in an annual review of Board performance.
- Travel throughout the Southern Gulf Region at times to meet membership expectations and processes
- From time to time, deputise for the Chairperson in meetings and other engagements on behalf of SG NRM.
- Build and maintain a positive and supportive relationship with the Chairperson and CEO
- Stay up to date about the SG NRM organisation and regularly review when an issue or important initiative needs to be brought to the attention of the full Board or a committee.

Desired areas of expertise and experience:

- **Knowledge of corporate governance** – Active contribution to the strategic and compliance oversight roles of a director on a not-for-profit board. Respect for the distinction between strategic and operational functions. Appropriate interventions, questioning and testing of advice and information from the CEO and contributions from other directors.
- **Facilitate leadership** – Under the leadership of the Chairperson, participate in the development of the Board’s knowledge and capabilities; support otherboard members; intervene, when necessary, in instances involving conflict of interest and confidentiality; think and act independently; participate in constructive and timely discussion and debate, respecting the expertise of the Chairperson, other directors and the CEO.
- **Business acumen** – Build an effective working relationship with the Chairperson, other directors, and the Chief Executive Officer; ensure understanding of the financial aspects and other fundamentals of the Company. Contribute positively to the Board in the discharge of its principal areas of responsibility and compliance.
- **Investment procurement and marketing** – A broad range of business experience, preferably in the not-for-profit sector linking into funding and income opportunities to enable maximum NRM investment into the region.
- **Self-evaluation** – Contribute to effective, objective board self-evaluation process and support implementation of recommendations for improvement, seeking feedback on own performance from the Chairperson.

Specialist expertise in one or more aspects as follows:

- **Natural resource management/Agriculture** - knowledge of issues affecting the Southern Gulf Region in relation to Natural Resource Management and agricultural industries
- **Accounting and Finance** – The ability to read and comprehend the Company accounts, financial material as presented to the Board, financial reporting requirements and some understanding of corporate finance. , knowledge of government policy and investment arrangements.
- **Legal** – The Board’s responsibility involves overseeing compliance with numerous laws and regulations as well as understanding the individual Director’s legal duties and responsibilities.
- **Risk management** – Experience in managing areas of major risk to the organisation.

Required Personal Competencies:

- **Integrity** – Fulfilling a Directors duties and responsibilities, acting ethically, having appropriate independence, putting the organisation’s interests before personal interests.
- **Communicator** – The ability to engage and facilitate effective communication with all stakeholders. Ability to listen and seek input from others.
- **Emotional intelligence** – As well as self-awareness and self-management, a director needs to be able to motivate individuals and groups and be able to empathetically manage situations where strong emotions are present.
- **Commercial Astuteness** – Capacity to identify and analyse business opportunities for SGNRM.
- **Contributor** – An active contributor with genuine interest in the organisation.

Selection Criteria

General Skills	
GS 1	A person who is a resident of the SGNRM region and if not a resident, has demonstrated connection with and sound knowledge and understanding of natural resource management in the SGNRM region;
GS 2	Demonstrated knowledge of the delivery of improved natural resource management outcomes;
GS 3	Well regarded within wider community and or/ traditional owner communities, business, local/ state government and/or industry networks;
GS 4	Demonstrated ability to communicate effectively and sensitively with diverse peoples/population and rural and urban communities
GS 5	Knowledge and experience in best practice corporate governance structures, policies, and processes (particularly in the not for profit context), and an ability to apply that in Natural Resource Management.
NRM Skills	
Highly skilled and experienced in one or more of the following areas of natural resource management and who has demonstrated support from groups within the region:	
NRM 1	Industry related to natural resource management (e.g., Agriculture)
NRM 2	Aboriginal Traditional Owner related cultural and natural resource management
NRM 3	Conservation
NRM 4	World Heritage
NRM 5	Waters and Water Quality
NRM 6	Climate
NRM 7	Catchment management
NRM 8	Community engagement and capacity building
NRM 9	Government and agency knowledge and networks
NRM 10	Land management and/or land use planning
Annual Remuneration	\$10,000 per annum (depending on participation at Board meetings) plus Superannuation at 10%, based on skills and experience. Remuneration for the Chairperson and Directors is set in the Company remuneration policy, approved by members at the Annual General Meeting.
Term	Directors shall be appointed for three (3) year terms A Director who retires from office shall be eligible upon nomination for re-appointment.
Travel and other expenses	Reasonable costs covered as per the company travel policy
Meetings	Four to five two-day face to face meetings will be held in Mount Isa or other locations in SG NRM region. Meetings between will be conducted via zoom or other electronic means. There may be occasional travel to Brisbane.

APPLICATION FOR DIRECTOR POSITION AT SGNRM

(not to be more than 2 pages long)

NAME

CONTACT DETAILS

REASONS FOR NOMINATING FOR THE POSITION

**PARTICULAR COMPETENCIES AS NOMINATED IN THE JOB DESCRIPTION THAT YOU ARE
ABLE TO OFFER THE BOARD**

PERSONAL QUALITIES THAT YOU HAVE TO OFFER THE BOARD

PREVIOUS BOARD EXPERIENCE