

POSITION DESCRIPTION – INDEPENDENT BOARD MEMBER

Reports to:	Board & Club Membership
Key Relationships:	Board Operational Committees Club Members SLSNZ Regional Team
Desirable Attributes:	Excellent communication and technology skills, well organised Strategy and oversight mindset Honesty, Integrity and Transparency

ROLE PURPOSE

Independent Board Members are responsible for supporting the holistic purpose of the Club, including oversight of and advising on the financial management, governance, and overall strategy.

KEY RESPONSIBILITIES

Strategic Oversight

- Oversight of the Club's operations to ensure they achieve their purpose, as defined in the constitution
- Ensure Club policies and procedures are regularly reviewed and up to date
- Support the creation and monitoring of the Annual Calendar and Annual Budget
- Input into strategic and planning (e.g. financial, asset management, sponsorship, recruitment, risk)
- Support engagement with SLSNZ funding mechanisms (OPEX, CAPEX applications)
- Lead or support fundraising & sponsorship strategy
- Ensure financial and regulatory accuracy, transparency and integrity across the Club

Board Responsibilities

- Attend Board meetings – supporting equality, questioning, healthy discussion, quality decision making
- Support and monitor ongoing compliance with the Incorporated Societies Register and Charities Register
- Provide expert advice where appropriate
- Conduct exit interviews for governance & key club roles
- Lead or support Board Performance Review Process

People Leadership & Culture

- Be a role model; engage, inspire, and support Club members and volunteers
- Promote organisational and governance best practice
- Promote good communication across the Club and between governance and operations
- Support a culture of high standards, strong compliance and health & safety across all club functions

Stakeholder Engagement & Representation

- Support the Chair in maintaining effective stakeholder relations
- Represent the Club as a member of the Board if required.

Operational Enablement & Club Effectiveness

- Promote the use of systems, processes and technology to reduce admin burden on volunteers
 - Delegate tasks appropriately while maintaining responsibility and accountability for outcomes
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