

Position description

Independent Director – Life Saving Victoria



Position Summary

Position title	Independent Director of LSV Board		
Additional appointment (optional)	Chair of the Finance, Risk & Audit Committee (FRAC) <i>Note: The LSV Board seeks to appoint a Chair of the FRAC, with a preferred option to appoint an Independent Director candidate with strong financial and risk skills and experience as a Chair for this dual role.</i>		
Council and/or Committee	FRAC	Role type	Volunteer
Reporting to	N/A	Term	Two years (three terms maximum)
LSV By Law References	5.1.4, 5.1.9, 5.4, 6.2		
Purpose	To provide independent advice, perspective, and judgement to the Board regarding the determination, implementation, and monitoring of the strategy, direction, and governance of LSV.		

Key Responsibilities:

Independent Director of LSV Board

The duties of the LSV Board (By Law 5.1.4) include:

- a) to appoint and review the performance of the CEO.
- b) responsibility for financial management, budget development, and prudent investment.
- c) to liaise with government and allied organisations, in conjunction with the CEO.
- d) asset acquisition, maintenance, and disposal.
- e) to ensure that an Annual Report on the affairs of LSV is prepared and submitted for adoption at each Annual General Meeting.
- f) to integrate ethical practice and a positive corporate culture into LSV activities.
- g) to manage communications with Members, Councils, committees, and other stakeholders.

Key Responsibilities:

- h) management of risk, including developing an understanding of the nature of risks that might prevent LSV from achieving its objectives; and
- i) to ensure compliance with relevant policies, laws, and regulations.

In addition to directors' duties at general law and the duties set out in By Law 5.1.9, Independent Directors will:

- a) provide independent and expert guidance regarding business and lifesaving to the Board.
- b) subject to availability, represent LSV at any function, conference, meeting, or delegation when requested by the Board or invited by another body or organisation.
- c) assist, when requested by the Board, with presenting submissions to government or other bodies or organisations for financial and other assistance.
- d) maintain contact with the President, other Directors, and the CEO

Finance, Risk and Audit Committee (FRAC)

The role of the Finance, Risk and Audit Committee (FRAC) (By Law 6.2) is to provide objective non-executive oversight and advice regarding LSV's risk profile, risk management strategies, and related audit functions to assist the Board in:

- a) overseeing the financial governance and the integrity of financial reporting.
- b) overseeing, in conjunction with other committees, risks including those of a strategic, financial, credit, liquidity, security, property, legal, regulatory, reputational, technological, people, or other nature.
- c) ensuring that the Executive Management Team has identified and assessed all risks to LSV and has established appropriate risk management infrastructure; and
- d) overseeing the external audit arrangements for LSV.

Who we are

Overview of LSV:	Our purpose is to save lives and empower communities to safely enjoy water.
Our values	<p>At LSV our core values help us in our decision-making and guide the way we treat volunteers, our community, and each other. They are the standard by which we and others will judge the actions of LSV.</p> <ul style="list-style-type: none"> • Positive and respectful relationships (cultural and intergenerational) • Being open, welcoming, and inclusive • Personal development through a commitment to lifesaving • Develop healthy lifestyles • Taking personal responsibility for betterment • Being relevant in today's and tomorrow's society • Efficient and appropriate use of available resources • Building stronger and safer communities
Safeguarding children	It's everyone's responsibility at LSV to understand and comply with LSV's and SLSA's Safeguarding Children and Young People guidelines.
Risk and safety	We always take a risk-based approach, ensuring we are informed in our decision-making. The safety of our staff, volunteers, and the community is at the forefront of our decisions and activities.

Consultation and key relationships

<ul style="list-style-type: none"> • LSV Board • CEO • LSV Council members 	<ul style="list-style-type: none"> • Government • Businesses • Allied organisations
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Meetings to attend as required.

<ul style="list-style-type: none"> • LSV Board • Annual General Meeting 	<ul style="list-style-type: none"> • LSV committees of the Board, i.e., FRAC • Others as required
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Expected time commitment (guide only)

Planning	<ul style="list-style-type: none"> • LSV Board meeting preparation • LSV FRAC meeting preparation
Events	<ul style="list-style-type: none"> • LSV Awards of Excellence (August) • LSV Pre-season Forum & Aquatic Industry Summit (September) • Others as required subject to availability
Meeting attendance	<p>In line with the Board agreed work plan:</p> <ul style="list-style-type: none"> • LSV Annual General Meeting • LSV Board meetings up to 10 per year • LSV Board strategy days (up to 2 per year) • FRAC meetings (up to 9 per year) • Others as required

Experience and qualifications

Essential experience and qualifications

Key requirements	<p>To be successful in this role you must have:</p> <ul style="list-style-type: none"> • Knowledge of a director's responsibilities - includes an understanding of the functional aspects of the role and the legal, ethical, fiduciary, and financial responsibilities of a board director. • Strategic expertise - the ability to set and review LSV's strategy through constructive questioning and suggestions and contribute to the practical decision-making of the board. • Legal - the board's responsibility involves overseeing compliance with numerous laws and understanding the individual director's legal duties and responsibilities. • Risk Management - experience in recognising, managing, and monitoring areas of significant (strategic) enterprise risk. • Managing people and achieving change - experience in contemporary management thinking on employment, marketing, branding, engagement, strategic vision, and stakeholder communication. • Industry knowledge - experience in similar community-based NFP organisations or industries. • Accounting and finance FRAC members are expected to have a high level of financial literacy and should possess one or more of the following characteristics:
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Essential experience and qualifications	
	<ul style="list-style-type: none"> ▪ proven experience as director of finance or a similar role ▪ in-depth knowledge of corporate finance and accounting principles, laws, and best practice ▪ solid knowledge of financial analysis and forecasting ▪ an analytical mind with a strategic ability ▪ experience overseeing external auditors and internal audits (as applicable)
Core capabilities	<ul style="list-style-type: none"> • Knowing our sectors - Demonstrates an understanding of the internal and external context in which LSV operates. • Driving results - Ensures delivery against objectives to a high standard and in line with LSV's operating models. • Focusing on stakeholders - Seeks to understand the needs of internal stakeholders (including LSV's members), and external stakeholders and balance these with LSV's purpose and strategic priorities. • Managing risk and compliance - Considers and manages risks while operating within LSV's risk management framework and compliance requirements. • Leading people - Supports the achievement and growth of people through enabling an open performance and development culture and champions LSV's values and code of conduct.
Organisational requirements	<ul style="list-style-type: none"> • Valid working with children check. • In good standing (ASIC, media etc.). • Police Check.
Desirable experience and qualifications	<p>Whilst not essential, the following will also help you be successful in this role:</p> <ul style="list-style-type: none"> • Relevant tertiary qualification. • Completion of the Australian Institute of Company Directors (AICD) Company Directors Course or equivalent governance qualification, or willingness to complete with year one of term. • Other related education/experience.