

<b>Position Title</b>	Board Director (Appointed)
<b>Reports to</b>	Chair, CAUL Board
<b>Date of last review</b>	9 August 2024
<b>Date approved</b>	9 August 2024
<b>Approved by</b>	Executive Director

## POSITION DESCRIPTION – BOARD DIRECTOR (APPOINTED)

### PURPOSE STATEMENT

The appointed Board Director works with the CAUL Board and National Office to ensure effective fiduciary stewardship of CAUL in upholding and progressing the aims and value of the Association. The CAUL Board is tasked with setting the strategic direction and priorities through sound governance (e.g. Constitution, policies, structures) and for determining the culture of the Board and the Association. The appointed Board Director works with the CAUL Board to ensure CAUL's viability and relevance through its responsibilities for optimisation of resources, duty of care, including ethical, legal, financial and risk governance and management of policies. The appointed Board Director will assume a role on the Board in direct support of one of CAUL's programs, services or committees.

### KEY ACCOUNTABILITIES

#### Governance and Compliance

- Ensure adherence to governance best practices and compliance with legal and regulatory requirements.
- Support the development, implementation, and monitoring of policies and procedures to uphold the integrity and accountability of the organisation.

#### Strategic Oversight

- Contribute to the formulation, execution, and evaluation of CAUL's strategic plans to align with the organisation's mission and goals.
- Provide strategic guidance and oversight to ensure effective achievement of CAUL's objectives and the delivery of value to its members.

#### Financial Stewardship

- Oversight of CAUL's financial management and reporting including review of annual audits and returns.

#### Advocacy and Representation:

- Represent CAUL in various forums, advocating for the interests of university libraries and contributing to public policy discourse through submissions, policy statements, and position papers.
- Foster relationships with stakeholders, including university librarians, government agencies, and other key partners.

#### Risk Management:

- Identify and assess potential risks to the organisation and ensure effective risk management strategies are in place.

- Regularly review and update risk management policies and practices to mitigate risks and address emerging challenges.

**Board Engagement and Development**

- Attend and actively participate in Board meetings, committees, evaluation and other governance activities, contributing to informed decision-making and strategic discussions.
- Support the development and mentoring of fellow Board members and contribute to Board succession planning and recruitment efforts.

**Diversity and Inclusion**

- Advocate for and promote diversity, equity, and inclusion within the organisation and its activities, ensuring that diverse perspectives and experiences are valued and integrated into decision-making processes.

**SELECTION CRITERIA**

**Essential**

- Robust background in governance, advocacy and a demonstrable alignment with CAUL's values.
- Experience in national-level advocacy, showing a capacity to influence and drive change on a broad scale.
- Ability to assimilate, apply and leverage complex information.
- A selection of professional skills across strategy, legal, finance, marketing, human resources, quality, risk management.
- Ability to contribute to positive Board and organisational culture.
- Personal attributes of self-awareness, respect for others, courage and imagination.
- Governance qualifications e.g. Graduate of Australian Institute of Company Directors, GAICD, or Chartered Member, CMIInstD.

**Desirable**

- Previous experience as a Board Director