

BOARD POSITION DESCRIPTION

Our Vision

Making a difference – bringing domestic and family violence to an end.

Aim of the Service

Cairns Regional Domestic Violence Service Inc (CRDVS) aims to use its specialist knowledge and skills to prevent domestic and family violence in the community and to empower those affected by it by providing counselling, support, advocacy and education and professional training to all stakeholders. We will at all times strive to uphold high levels of professionalism and accountability.

Purpose

To work towards the CRDVS goals through effective governance, leadership, creativity and innovation.

Organisational Responsibilities

- Develop and implement the strategic direction in accordance with the Vision, Purpose and Strategic Plan
- Ensure a healthy and productive organisational culture
- Lead by example in terms of values, ethics and integrity
- Ensure fiduciary and legal obligations are met
- Plan, monitor and evaluate performance and the effectiveness of programs and projects
- Be ambassadors for the organisation

Group Responsibilities

- Participating constructively in all board discussions and respecting the views of others
- Encouraging open debate/courageous and robust conversations
- Working collegiately & collaboratively
- Problem solving
- Presenting a united front
- Being responsive and responsible
- Acting in good faith/disclosing conflicts of interest
- Being informed and prepared

Expectations of a Board member

- Relevant, contemporary and representative leadership
- Acting at all times in accordance with the aims, principles and values of the organisation
- Advocating on a range of issues
- Being accountable and transparent
- Listening to members and giving them the opportunity to be heard

Preferred qualifications and experience

This is an opportunity for an individual who is passionate about Cairns Regional Domestic Violence Service's vision and values.

Ideal candidates will have the following qualifications:

- Professional experience in business, government, philanthropy, or the non-profit sector
- An understanding of domestic and family violence, including knowledge of cultural differences and needs and its effects on women, children and adolescents.
- A commitment to and understanding of CRDVS' clients
- Diplomatic skills and a natural affinity for cultivating relationships and persuading, convening, facilitating, and building consensus among diverse individuals
- Personal qualities of integrity, credibility, and a passion for improving the lives of CRDVS' clients

Service on CRDVS' Board is without remuneration, except for any travel and accommodation costs in relation to Board Members' duties.

Time Demands (approximate):

- Attend and actively participate in at least 75% of board meetings (10 monthly board meetings, approximately one and a half hours in length, on the 2nd Tuesday of the month, commencing at 7am)
- Attend and actively participate in sub-committee meetings and related work if required (1-3 hours per month as determined by the sub-committee)
- Attend and actively participate in the annual planning session (1 weekend day)
- Attend and actively participate in the annual general meeting (approx. 1 hour)
- Attend new board member orientation (approx. 3-4 hours)

Selection Criteria

1. What is your knowledge of the issues affecting women and children experiencing domestic and family violence, and your understanding of feminist perspectives on domestic and family violence, including the individual, familial, legal and social issues involved?
2. Outline your knowledge of some of the barriers that may exist for women from Aboriginal and Torres Strait Islander and Culturally and Linguistically Diverse backgrounds when responding to domestic and family violence.
3. How have you contributed to, and what are your values in relation to, a supportive and collaborative staff team environment in a community based organisation?

Additional Information

Applicants for this position will be required to disclose any relevant criminal history (including convictions that are not recorded) and charges at the time of the interview.

It is a requirement of this service that all successful applicants also have or obtain a 'Working with Children Card' (also known as a 'Blue Card') and undergo a formal Police criminal history check.

Submission of Application

Please submit your application and enclose a current resume with a minimum of two referees. Only applications addressing all the selection criteria will be considered.

Applications may be submitted via email to amandalrceo@dvcairms.org by 5pm on Monday 30th October 2017.

For Further Information

Please contact Amanda Lee-Ross on 4033 1724 for any further information.