

POSITION DESCRIPTION – SWIMMINGSA BOARD DIRECTOR

Purpose of the Position

The Board of SwimmingSA is seeking to elect/appoint Director/s whose skills align with the strategic direction of the organisation and complement the current skill mix of the Board. This role will also contribute to all governance activities of the Board of SwimmingSA including providing input on matters of corporate strategy, CEO performance and policy formulation, as well as overseeing financial performance, risk management and compliance. This role is seen as an important appointment in the continued progression, improvement and growth of this sport and the business.

Organisation Context

Established in 1898 SwimmingSA Inc is the governing body for the sport of swimming in South Australia registered as a not for profit incorporated association. SwimmingSA is affiliated with Swimming Australia and has Forty-Eight Member clubs across South Australia and Broken Hill.

The SwimmingSA Vision is to be an attractive, enjoyable, satisfying and rewarding sport for South Australians of all levels, ability and experience. The SwimmingSA Mission is To provide a structure, which creates, and supports increased participation, enjoyment and athletic achievement for South Australians within the sport of swimming.

More information about the organisation's Strategic Priorities and Governing Documents can be found on the SwimmingSA website [Click Here](#).

About the Board

The Board of Directors is composed of 9 elected Directors and 2 appointed Directors. Establishment of the Board of Directors for SwimmingSA is set out in the Associations Constitution Section 14 – [Click Here](#) for more detail.

Term

Subject to the provisions in the Constitution relating to the earlier retirement or removal of Directors, each Elected Director shall hold office for 3 years and an Appointed Director holds office for 1 year with three directors retiring at each AGM.

SwimmingSA is currently transitioning from 2 year terms to the above noted 3 year terms for Elected Directors and as such at the 2018 AGM 3 Director Positions are to be elected and each director filling such position will serve a 3 year term.

Location and Time Commitment

The Board currently meets as needed (generally monthly) each year.
All board meetings are held at the SA Aquatic & Leisure Centre at Oaklands Park.

Remuneration:

This is a voluntary role.

Principal Accountabilities & Functions

The role and functions of a Directors may include but are not limited to:

- To act as a Director of SwimmingSA inc in the best interests of the Association with honesty and good faith towards its members, employees, partners, funding agencies, sponsors and the communities within which SwimmingSA operates.
- To provide leadership for the Members of SwimmingSA Inc
- To ensure the resources of SwimmingSA are efficiently managed to fulfil the objects of the Association
- To use personal and professional skills together with contacts, experience and judgement, acting with integrity and independence to optimise both the short and long-term performance of SwimmingSA and in particular the areas of her/his own portfolio of responsibility.
- Provide technical input, advice and guidance on projects and act as a sounding board on potential issues.
- To apply due diligence in all decision making
- To carry out duties with consistent regard for the SwimmingSA Constitution and ensure the Association operates within the bounds of the appropriate legislation
- Attend all Board meetings called during the year, unless prevented by exceptional circumstances.



- Attend the Annual General Meeting and such other General Meetings as may be necessary.
- Undertake other lawful functions as directed by the Chairman of the Board.

Qualifications and/or Experience

- An understanding and acceptance of the legal duties, responsibilities and liabilities of a Company Director.
- Experience in corporate governance, attributes such as financial literacy and industry expertise are desirable.
- A proven track record of success as a key organisational player significantly involved in delivering strategic objectives.
- Excellent strategic and analytical thinking skills combined with a practical and pragmatic mindset and a strong interest in serving the non-for-profit sporting sector.
- An ability to successfully manage a business(s); Experience and knowledge in the Government and Public sector; Experience and knowledge in Corporate and Private sector.
- Team player with personal impact and superior interpersonal and communication skills, able to work effectively with a broadly-based group and represent SwimmingSA effectively externally.
- Understanding of the organisational structure of swimming at club, region, state and national level
- Understanding of the structure of sport in South Australia and Australia
- Understanding of the strategic objectives of SwimmingSA

Desirable skillsets – candidates should possess experience in one or more of the following areas:

- An appreciation and/or understanding of swimming in terms of High Performance.
- A background and experience in community sport and participation.
- Complementary skills in areas such as accounting and finance, legal, stakeholder relations, human resources, investment, marketing and social media skills.
- Experience and knowledge in research techniques and consumer insights.
- Experience and knowledge in commercialisation of assets and business development.

Corporate Governance

It is essential for Directors to have an understanding of the operations of boards and the underpinning principles of corporate governance. SwimmingSA encourages all Directors, who have not yet already taken a course of equivalent content, to complete a basic course on corporate governance during the first year of a director's term.

How to Apply:

To apply for this opportunity please complete the nomination form and attach your CV prior to the closing date. Upon submitting your form, you will receive notification of receipt. If you do not receive this within 24hrs please email michelle.doyle@sa.swimming.org.au.

