

# Board Member Role Description



Australian  
Rural Leadership  
Foundation

## Australian Rural Leadership Foundation

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## Non-Executive Director Role(s)

### The Role

- The ARLF seeks to appoint one, non-executive directors, initially to fill an existing casual vacancy, ahead of election at the AGM in November for an initial term of 3 years.
- The role requires attendance at 5 board meetings per year and serving on at least one board committee.
- Board meetings are held in Canberra, and typically attendance on occasional conference calls for management/financial reporting and general compliance issues arising through the year.
- The roles also require personal engagement with ARLF leadership program participants, Alumni, Sponsors, Donors as well as advocacy and engagement within the incumbent's personal networks and contacts.
- The role is not remunerated. Travel and Accommodation expenses are paid by the ARLF and out of pocket expenses reimbursed.
- The total number of days commitment across one year is estimated at 20 days, and includes meeting attendance, preparation, and travel. In-person attendance on leadership programs is voluntary, and the commitment in hours/days is in addition to the 20 days stated.

### Competencies and Skills – (Role related)

- Knowledge of a director's responsibilities – includes an understanding of the role as well as the legal, ethical, fiduciary and financial responsibilities;
- Strategic expertise – the ability to review the strategy through constructive questioning and suggestion and contribute to the effective decision making of the board;
- Accounting and finance – the ability to read and comprehend the foundation accounts, financial material presented to the board, financial reporting requirements and some understanding of corporate finance;
- Legal – the board's responsibility involves overseeing compliance as well as understanding the individual director's legal duties and responsibilities;
- Strategic vision and stakeholder communication;
- Industry knowledge and demonstrated commercial acumen – experience in senior executive roles in listed companies or owning/operating their own business, (Agriculture, Regional Businesses, Education are positives).

### Competencies (personal attributes)

- Integrity – fulfilling a director's duties and responsibilities, acting ethically, appropriate independence, putting the foundations interests before personal interests;
- Collaborative yet curious and courageous – a director must be able to function as an effective team member but also must have the curiosity to ask questions and the courage to persist in robust discussions with management and fellow board members where required;
- Emotional intelligence – as well as self-awareness and self-management, a director needs to demonstrate empathy manifested through strong interpersonal skills, ( e.g. work well in a group, listen well, be tactful, able to communicate)

- Commercial judgement and instinct – a director needs to demonstrate good business instinct and acumen, and be able to assimilate and synthesize complex information;
- Active contribution - a director needs to be an active contributor with genuine interest in the foundation and its business.

#### **Preferred areas of expertise/qualification**

The ARLF seeks to appoint a director with expertise and capability to lead boards and companies, with:

- sufficient profile and network to enhance the reputation of ARLF;
- Knowledge of the highest level of corporate governance;
- The ability to assist where required in the implementation of ARLF strategy;
- Knowledge of leadership development in the context of rural, regional, and remote Australia and
- A connection to rural and regional communities.

This director will form part of the succession plan for a Board Chair within the first 12 months of engagement.

#### **Additional Notes**

In keeping with the ARLF's vision and purpose to foster leadership for a positive impact for thriving rural, regional and remote communities, the ARLF has undergone significant growth over the past five years. Growth has primarily included an increase in the number and type of leadership programs, new methods for program delivery, and broadening core service offerings to include place-based initiatives engaging with communities, sectors and groups.