

Board Director

POSITION DESCRIPTION

Term Length:	Board directors serve a term of one year, with the possibility of reappointment for subsequent terms.
Specified Role	President

Overview:

The Board Director is responsible for providing strategic and operational leadership and governance to ensure that St George Alpine Club fulfils its obligations to all members. This position involves collaborating with other board members, engaging with members, stakeholders, and overseeing the management of the club's operations and programs.

The President serves as the Chief Executive Officer of the Ski Club, providing leadership, strategic direction, and oversight to ensure the club's growth and success. This role involves representing the club, driving its values and fostering a positive and inclusive community.

Responsibility lies across leadership, governance, strategic planning, financial oversight and community engagement

Key Responsibility Areas

Key Result Area	General Duties
Governance and Leadership:	<ul style="list-style-type: none">Develop and implement all strategic and operation plans in alignment with the club's goals.Ensure the club operates in compliance with legal and regulatory requirements.Provide oversight and guidance for all stakeholders.Foster a positive and collaborative board culture.Identify opportunities to enhance the club's accommodation and service offerings.
Operations:	<ul style="list-style-type: none">Contact point for members in relation to any operational requirements to both lodgesRepairs and maintenance – whilst owned by the Property Director, any Director may be called on from time to time to provide support with repairs or maintenance tasksSupplies – manage stocktakes, delivery of supplies etcCoordinate and attend working bees whilst encouraging the inclusion of members to participate.
Financial Oversight:	<ul style="list-style-type: none">Approve annual budgets and monitor financial performance.Ensure effective financial management and resource allocation.
Stakeholder Engagement:	<ul style="list-style-type: none">Represent the ski club to members, partners, and the community.Build and maintain relationships with key stakeholders.Attend community meetings such as AGM's for Body Corporate and AssociationsPromote the club's activities and achievements.

Board Meetings:	<ul style="list-style-type: none"> Attend and actively participate in board meetings. Contribute to decision-making processes and discussions. Review and approve meeting minutes and board documents.
Reporting and Documentation:	<ul style="list-style-type: none"> Prepare and present regular reports to the board on specific responsibilities in a timely manner for Board Meetings, AGM or special projects. Maintain accurate records of reference material, purchases and financial transactions.
Specific President Duties	
Leadership:	<ul style="list-style-type: none"> Provide visionary leadership to the board, members, and stakeholders. Lead the club's initiatives and ensure alignment with its constitution and values.
Board Governance:	<ul style="list-style-type: none"> Chair board meetings, ensuring productive discussions and effective decision-making. Facilitate communication and collaboration amongst board members. Ensure board decisions are implemented effectively Oversee the development and implementation of documentation such as policies and procedures. Work closely with the board to fulfill governance responsibilities and maintain high standards of integrity and accountability.
Financial Oversight:	<ul style="list-style-type: none"> Oversee the lodge's financial health, including budgeting and financial planning. Approve major expenditures and ensure financial accountability. Work with the treasurer to review financial reports and audits.
Operational oversight:	<ul style="list-style-type: none"> Ensure the lodge operates smoothly and meets its mission and goals. Supervise the lodge manager and other key staff. Oversee the maintenance and improvement of lodge facilities. Ensure the smooth operation of club activities, programs, and events. Oversee financial management, including budgeting, fundraising, and resource allocation. Monitor and evaluate the club's performance, making necessary adjustments to achieve goals.
Community and Public Relations:	<ul style="list-style-type: none"> Represent the lodge at community events and meetings Ensure the lodge operates smoothly and meets its mission and goals. Build and maintain relationships with local businesses, government, and other stakeholders. Promote the lodge's activities and programs at community events and meetings.
Strategic planning:	<ul style="list-style-type: none"> Lead the development of the lodges long term plans Set goals and objectives in line with the lodges strategic plan Monitor progress and adjust plan as needed
Compliance and risk management:	<ul style="list-style-type: none"> Ensure the lodge complies with all legal and regulatory requirements Identify and manage risks to the lodge's operations and reputation. Implement policies and procedures to mitigate risks.
Member Engagement:	<ul style="list-style-type: none"> Foster a positive and inclusive environment for lodge members Address member concerns and feedback.

	<ul style="list-style-type: none"> Encourage member participation in lodge activities and governance.
Community Engagement:	<ul style="list-style-type: none"> Act as the primary ambassador for the club, promoting its activities and fostering relationships with key stakeholders. Engage with club members, local businesses, sponsors, and community organizations to build strong partnerships. Represent the club at events, meetings, and public functions.

Selection Criteria

Criteria	Mandatory	Desirable
Qualifications:	<ul style="list-style-type: none"> Strong commitment to the ski club's culture and inclusiveness. Previous experience in governance, leadership, or board roles. Excellent communication and interpersonal skills. Financial acumen and experience with budget management. Ability to work collaboratively and build consensus. Registered Director ID 	<ul style="list-style-type: none"> Proven leadership and management experience, preferably within a non-profit or sports organization. Strong organizational, strategic planning, and decision-making abilities. Excellent communication, negotiation, and interpersonal skills. Passion & commitment to promoting the club's mission. Financial acumen and experience in budgeting and fundraising. Ability to inspire and motivate others, fostering a positive club culture. Previous leadership, Board and Director experience
Time Commitment:	<ul style="list-style-type: none"> Attendance at regular board meetings. Participation in sub committees and specific club events, activities and wider community meetings. Additional time for committee work and special projects as needed. Between 10 – 30 hours per month 	<ul style="list-style-type: none"> Estimated time commitment: 20-30 hours per month