20 March 2017

**VOLUNTEER NFP BOARD VACANCIES**

Do you have corporate experience? Would you like to contribute to the community? Do you have a passion for the environment?

ECOllaboration seeks two directors, one to replace a recent departure & one to enhance the range of skills of the Board members We seek directors who would like to participate in decision making to set strategic direction, ensure accountability, manage risk, fund raising and exercise director’s responsibilities.

To be considered suitable, the persons must meet the following selection criteria:

Essential

* An understanding of, and adherence to, corporate governance codes
* The ability to form a working relationship with the board members and the CEO
* Commitment and time to contribute to a dynamic team
* Be open minded, respectful and collegiate
* Director one - a skill set that will include but not be limited to:
  + Environmental science and management
  + Business development
  + Community engagement and networking
  + Fundraising, particularly in a not-for-profit environment
* Director two - A skill set that will include but not be limited to:
  + Corporate governance
  + Business Development
  + Financial management & accounting

Desirable

* Reside in the Sunshine Coast area or have strong connections with the area
* An appreciation of the environment issues
* The ability to communicate and promote the company’s vision and mission to the broader community
* A skill set that will include but not be limited to:
  + Strategic planning
  + Public policy and planning
  + legal compliance and risk management
  + Extension

Familiarisation & training in the company’s culture, policies and procedures will be available to the successful applicant.

If you are interested, please forward a cover letter, CV and the completed skill assessment below to:

Chief Executive Officer

ECOllaboration

PO Box 311

Nambour Qld 4560

E-mail [cerran@ECOllaboration.org.au](mailto:cerran@ECOllaboration.org.au)

To discuss this position, please call Cerran Fawns on 54764777 / 0416031823

**Skill Assessment**

ECOllaboration has developed this template to gauge the possible skills a prospective board member possesses. ECOllaboration actively seeks members with particular skills to ensure diversity within the board.

Please check/tick your relevant experience in any of the skill areas.

|  |  |
| --- | --- |
| **SKILL** | **EXPERIENCE OR KNOWLEDGE** |
|  |  |
| **Corporate governance** | ***Strong experience or knowledge:*** |
|  | served on corporate, NfP or government boards for over 10 years |
|  | senior executive experience |
|  | qualifications such as MBA or other |
|  | membership of governance bodies eg AICD, AICPG |
|  | other |
|  | ***Moderate experience or knowledge:*** |
|  | served on corporate, NfP or government boards for over 5 years |
|  | other |
|  |  |
| **Environmental science and management** | ***Strong experience or knowledge:*** |
|  | senior role in the environmental sciences sector |
|  | other |
|  | ***Moderate experience or knowledge:*** |
|  | employment in the environmental sciences sector |
|  | other |
|  |  |
| **Strategic planning** | ***Strong experience or knowledge:*** |
|  | employment in a strategic planning role |
|  | implementing a strategic plan |
|  | other |
|  | ***Moderate experience or knowledge:*** |
|  | involvement in a corporate, government or NfP strategic planning process |
|  | other |
|  |  |
| **Business development** | ***Strong experience or knowledge*** |
|  | Senior management in a public or NfP company or association with a significant turnover |
|  | Owned or managed a significant private enterprise with over 10 employees |
|  | other |
|  | ***Moderate experience or knowledge:*** |
|  | Owned or managed a private enterprise |
|  | other |
|  |  |
| **Community engagement and networking** | ***Strong experience or knowledge:*** |
|  | an active member of several local NfP associations |
|  | a personal network that could benefit ECOllaboration |
|  | other |
|  | ***Moderate experience or knowledge:*** |
|  | a diverse personal network |
|  | other |
|  |  |
| **Financial and accounting** | ***Strong experience or knowledge:*** |
|  | senior role in the financial services sector |
|  | other |
|  | ***Moderate experience or knowledge:*** |
|  | employment in the financial services sector or business administration |
|  | other |
|  |  |
| **Legal, compliance and risk management** | ***Strong experience or knowledge:*** |
|  | practicing or retired solicitor |
|  | company secretary or directorship |
|  | senior employment in fields of compliance and risk management |
|  | other |
|  | ***Moderate experience or knowledge:*** |
|  | employment in the fields of compliance and risk management |
|  | other |
|  |  |
| **Public policy and planning** | ***Strong experience or knowledge:*** |
|  | a network of influential people who can be called upon for advise or advocacy eg politicians and senior executives |
|  | other |
|  | ***Moderate experience or knowledge:*** |
|  | knowledge and/or involvement in policy planning |
|  | other |
|  |  |
| **Extension** | ***Strong experience or knowledge:*** |
|  | senior role in the education, training, extension sector |
|  | other |
|  | ***Moderate experience or knowledge:*** |
|  | employment in the education, training, extension sector |
|  | other |
|  |  |
| **Fundraising** | ***Strong experience or knowledge:*** |
|  | employment or experience in running successful fundraising campaigns |
|  | other |
|  | ***Moderate experience or knowledge:*** |
|  | involvement in fundraising campaigns |
|  | other |