

Australian Lions Childhood Cancer Research Foundation – Chairperson

Responsibilities

The occupant of this position will be responsible to the Council for managing the Australian Lions Childhood Cancer Research Foundation (ALCCRF):

- Promoting the activities of the Australian Lions Childhood Cancer Research Foundation within the designated State/Area.
- Establishing good communication and a working relationship between the Children’s Cancer Institute Australia or other relevant agency.
- Coordinating all matters pertaining to the activities of the ALCCRF within the designated State/Area.
- Reporting all activities pertaining to the portfolio to the Council through the Youth and Community Projects Committee.

Duties

The affairs of the ALCCRF are controlled through the Trust Deed.

The role of the Trustees are described below, and it is the Chairperson’s obligation to support and resource the Trustees to achieve this objective.

The Chairperson will:

- Lead the Foundation to achieve the goals established by its founding Convention resolution:

“a. That this Multiple District Convention approves the adoption as a Category “A” Project a Foundation to be known as Australian Lions Childhood Cancer Research Foundation (or such other name as may be approved by the Multiple District 201 Council of Governors if so required by any regulatory authorities) for the term of five years expiring on the 30th June 2014.

b. That an appropriate Trust Deed be prepared at the direction of the Multiple District 201 Council of Governors in such form as to qualify for Deductible Gift Recipient Status and endorsement for charity tax concessions.

c. That the object of the Foundation be expressed to be Children’s Cancer Institute Australia or any public benevolent institution approved by the Deputy Commissioner of Taxation under s30-45 Income Tax Assessment Act having similar purposes to Children’s Cancer Institute Australia.

d. That monies paid to the Foundation be applied, in accordance with its objects, for research purposes.

Position Statement

e. That the Trustees of the Foundation be appointed by the Multiple District 201 Council of Governors.

f. That it be recommended to Clubs and Districts within Multiple District 201 that financial support be provided to the Foundation.

- Report periodically to Council, and to the Multiple District Convention each year, on the way the Foundation has furthered its objectives.
- Recommend to Council, when necessary, on changes or improvements to the Trust Deed that would assist the Foundation to better meet its objective.
- Work with the Council to ensure that the Childhood Cancer Research Foundation achieves its goals, and is supported by Lions within Australia.

Trustees Duties

- Assist the District Chairmen within each State with all matters relating to the ALCCRF and act as a resource person.
 - Actively promote the ALCCRF as a major initiative of MD201 Lions
 - Assist in the development of awareness of the Foundation and its purpose
 - Develop promotional materials such as brochures and videos
 - Seek funding support from the corporate/government sectors.
 - Provide support for the clients and their families.
- Manage all financial records and accounting within the designated State/Area in conjunction with the ALCCRF Treasurer.
- Actively follow up with Lions Clubs with regard to ongoing donations to the Foundation.
- Encourage a forum and display at District Conventions.
- Assist the ALCCRF Chairman with all activities at the Multiple District Convention including a static display, and presentations to convention delegates as required.
- Participate in all meetings as called by the MD Chairman of the Australian Lions Childhood Cancer Research Foundation.
- Provide a written report to the MD201 ALCCRF Chairman on activities within the State/Area of responsibility.

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Experience, Skills & Personal Qualities

- The ability to understand, organise and manage the diverse operations of the projects within the portfolio reliably and in a timely manner.
- Experience in leadership roles within, or outside of Lions.
- Strong written and verbal communication skills.
- The ability to manage relationships effectively at all levels.
- A sound knowledge of Lions Clubs International and Lions activities within the Multiple District.
- Experience in managing groups of people in paid work or as volunteers.
- Integrity and personal standards consistent with the ethic of Lions Clubs International.

Revision No.	1.1	Relates to:	ALCCRF
Revision Date	1/11/21	Applies to	Position Holder
Author	Rob Oerlemans	Authorised by	Executive Officer