

Lions Assistance Dogs State Representative

Background

Each Board Member is expected to actively participate in the Board's execution of its responsibilities.

The Board does not have any operational involvement in the organization's business activities or the delivery of services.

Its role is limited to strategic planning, policy identification, review, compliance risk oversight and management and oversight of the CEO's performance.

All Board members serve as Ambassadors of Lions Assistance Dogs and are expected to actively promote the organization.

- The functions of the Lions Assistance Dogs Board are to
 - Provide effective leadership and collaborate with the CEO in:
 - Articulating the organisation's values, vision, mission and strategies.
 - Developing strategic plans and ordering strategic priorities.
 - Maintaining open lines of communication through the organisation and with external stakeholders.
 - Developing and maintaining an organisational structure to support the achievement of agreed strategic objectives.

Responsibilities / Duties

- Monitor the performance of the CEO against agreed performance indicators.
- Approve and monitor strategic and business plans, annual budget and major initiatives.
- Contribute to Board committees, policies and procedures to facilitate the more effective discharge of the Board's roles and responsibilities.
- Ensure all legal, compliance obligations and functions are effectively discharged.
- Be willing to attend courses, seminars, and participate in development programs as the Board deems appropriate.
- Ensure that all significant systems and procedures are in place for the organisation to operate effectively, efficiently and meet all legal and contractual requirements.
- Ensure that all significant risks are adequately considered and accounted for by the executive management team.
- Ensure that the organisation has appropriate corporate governance structures in place, including standards of ethical behaviour and promoting a culture of corporate and social responsibility.
- Participate actively in Board Meetings, committees and organisational events.

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All Board members are required to:

- Be a member in good standing of a Lions Club within MD201.
- Have a commitment to, and understanding of, Lions Assistance Dogs beneficiaries and its mission.
- Have personal qualities of integrity, credibility and a passion for improving the lives of Lions Assistance Dogs' beneficiaries.
- Be a "suitable and responsible person", as outlined by the ACNC.
- Discharge the duties of the responsible person, as outlined by the ACNC.
- Be available to attend Board Meetings and review out-of-meeting information and requests for decisions.

Skills / Attributes

- Strong decision making and problem-solving skills.
- Ability to interpret and evaluate reports and budgets.
- Comfortable with public speaking.
- Excellent written and oral communication skills.
- Ability to work effectively within a team.

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