



# Eastern Ranges Bowls Region

## BOARD DIRECTOR

The role of a Board Director is to provide support to the President, Secretary, and other directors to ensure the Region sets and meets its goals and objectives, is administered according to the Region Constitution and Regulations, and completes all legal and compliance obligations. They should exemplify the moral, ethical, and behavioural expectations of the Region and its stakeholders.

### Responsibilities:

The general responsibilities of Board directors are wide and varied and may include, but certainly not limited to the following responsibilities.

### Knowledge:

To successfully undertake the role, a Board Director should:

- be well informed of all Region activities.
- have a good working knowledge of the Region Constitution and Regulations, policies, and procedures as well as the duties of all office holders.
- have an understanding of the legal and compliance obligations of running the Region.
- have completed the Australian Sports Commission director education unit.

### Governance:

Board directors generally contribute to the development, definition and delivery of the following Region activities and responsibilities:

- developing culture and behaviours
- setting and documenting goals, objectives, strategies, and implementation plans.
- identifying and formulating budgets and cash flow projections for the upcoming year.
- ensuring compliance and legislative obligations are met.

- ensuring the health and safety of all participants.
- ensuring all complaints and disputes are immediately investigated and responded to according to Region policies and procedures.
- ensuring volunteers are trained and supported throughout the year to undertake their roles successfully.
- assisting the President and Secretary in their duties as required.
- undertaking tasks at the request of the President or Region Board.
- undertake Region portfolios specified by the President or Board Directors.
- attending and actively participating and contributing to Board meetings is a core function of a Board director.

### Essential skills and requirements:

- be a dedicated Region person.
- have the ability to provide considered opinion in group discussions at Board meetings.
- be an effective communicator, including using on-line tools.
- be discreet and able to maintain confidentiality on relevant matters.
- hold or willing to apply for a current volunteer Working with Children check (if required).

### Board Directors are required to:

- act in the best interest of the Region always.
- attend all Board and delegate meetings.
- undertake the role in good faith and honesty.

If at any stage the Board Director becomes aware of a personal conflict of interest, real or perceived between themselves and the Region, they should immediately notify the President of the conflict who will immediately inform all other Board Directors.