

POSITION DESCRIPTION AND SELECTION PROCESS FOR NATIONAL COUNCIL MEMBERS

RESPONSIBLE TO:	Board Chair
LOCATION:	215 Adelaide Street, Brisbane CBD Meetings are held in Brisbane at least once each year
TERRITORY COVERAGE:	National

ORGANISATION OVERVIEW

With around 130,000 members, National Seniors Australia Ltd is Australia's largest independent not-for-profit membership organisation for older Australians. National Seniors' purpose is to empower positive futures for older Australians and it is an advocate on issues of concern for this group. It aims to influence policy and works to provide a well-informed and representative voice to government, business and the community.

National Seniors also has two commercial businesses - a registered Travel Agency and an Insurance Agency.

NATIONAL COUNCIL OVERVIEW

National Council is part of the governance arrangements of National Seniors and its composition and objectives are set out in the National Seniors Constitution. The National Council is established to provide a forum for the discussion of matters relevant to trends and strategic issues relating to older Australians and to National Seniors Australia in general. The Council will also provide reflections and relevant advice to the Board including:

- emerging trends and societal attitudes that impact older Australians;
- the nature and strategic direction of the priorities of National Seniors Australia; and
- ensuring the structure of the organisation remains relevant to the needs of National Seniors membership and older Australians generally.

NATIONAL COUNCIL STRUCTURE

The National Council comprises of:

- all Directors
- Five regional representatives drawn from five regions of QLD, NSW/ACT, VIC/TAS, SA/NT and WA,
- Five general National Seniors members.

All National Council Members are appointed to represent the entire membership of National Seniors and not any group or geographical area, even though they may be a regional representative. Importantly, only National Council members can vote at a general meeting of National Seniors, including the AGM.

National Council members are appointed for a period of three years.

PURPOSE OF THE POSITION

To work as part of the National Council and provide strategic direction and governance to the organisation.

RELATIONSHIPS

Fellow National Council members, the Board of Directors, Company Secretary, National Seniors Membership and the Chief Executive.

RESPONSIBILITIES

- Attend, prepare and contribute to National Council Meetings.
- Actively participate in workshops/meetings of National Council.
- Assist with setting the strategic direction of the organisation.

MEETINGS

Meetings of the Council are held in November at the AGM and one other occasion each year as required. Meetings are in Brisbane.

DESIRED KEY ATTRIBUTES

- Keen interest in issues relating to older Australians.
- Relevant special interest/s e.g., recreation and social engagement for older Australians.
- Membership.
- Capacity to think and act strategically to guide the organisation into the future.
- An awareness of the political process and of the public policy debates involving older Australians.
- Ability to deliberate in a team environment.

EXPERIENCE AND ELIGIBILITY

Demonstrated interest in and understanding of issues relating to older Australians. Applicant must be eligible to become a member of National Seniors Australia Ltd and be a financial member at the time of appointment.

REMUNERATION

This is a voluntary position, however, all expenses will be paid by National Seniors.

ORIENTATION AND INDUCTION

Orientation and briefing by the Board Chair and the Chief Executive.

SELECTION PROCESS

As per the National Seniors Constitution, all expressions of interest must be in writing and address the key attributes and relevant experience as outlined above. All applications will be considered by the Board Appointments Committee (BAC), which will select some candidates for interview.

BAC will then make recommendations for appointment as a National Councillor to the Board for approval.

APPLICATION

Please apply via email to: a.robertson@nationalseniors.com.au

Subject: Chair of the Board Appointments Committee; National Council Member

Applications must be received by close of business Friday 21 September 2018.