

2015/2016 and 2016/2017

REQUIREMENTS OF THE ROLE

Annual Turnover: In excess of \$1,700,000
Number of Paid Staff: 8
Community Segment: Sport and Recreation

Current Board Size: 7-9
Board Meetings (frequency): monthly
Board Meetings Held: Evening
State where Board Meetings Held: Western Australia

Triathlon Western Australia (TWA) is the State Sporting Organisation responsible for the development, promotion and governance of the sport of triathlon throughout Western Australia. TWA is a not for profit organisation which is governed by the Board of Triathlon WA. Triathlon WA is one of eight State Associations, which make up the membership of the national body, Triathlon Australia.

TWA's mission is to lead, manage and develop the sports of triathlon, aquathlon and Duathlon in Western Australia by:

- facilitating state and national success and competition;
- building higher levels of participation and spectator involvement in the sport;
- Ensuring excellence, relevance and effectiveness within the sport and all associated business activities.

Number of vacancies: There are three (3) vacancies at the upcoming Annual General Meeting on 5th September 2015. We have a requirement for one of these positions to have specific financial and accounting skills to fill the Treasurer portfolio.

We are looking for 3 suitable candidates that possess the following;

KNOWLEDGE

- Corporate governance and risk management experience
- Understand legal, accounting and regulatory requirements affecting organisation

STRATEGIC

- Recognise strengths & weaknesses of organisation
- Recognise opportunities & threats in industry
- Understanding of compatibility required between budgets, operational plans and vision/strategy

FINANCIAL/ ANALYTICAL (REQUIREMENT FOR THE TREASURER PORTFOLIO)

- Can read and interpret financial reports
- Ability to think critically and to challenge proposals
- Understand issues from different perspectives
- Use information to make informed assessment

COMMUNICATION

- Can articulate thoughts, opinions and points in clear & concise manner
- Flexible & willing to change stance when necessary & appropriate
- Ability to listen, process & understand key point

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REQUIREMENTS OF THE ROLE

CHARACTER

- Acts on morals and values
- Accountable for Board/Committee decisions
- Can be objective about what is best for the organisation

As a board member you will be expected to attend board meetings which are typically held monthly. You are also expected to represent TWA at functions and special events such as the Season Launch, Annual Awards and State Championship Series Events.

Board Members are expected to contribute at board meetings and to question and / or advise where necessary. You will be provided with board reports prior to meetings and are expected to have read and prepared questions and or comments prior. Training on member's responsibilities is provided.

As an ambassador for TWA, you must be committed to our business and align with our business values:

- Health
- Belonging
- Achievement
- Respect
- Enjoyment

Board Members are expected to be contactable by email for all communications and are expected to respond where necessary in a reasonable time.

Board members may be required to undergo a police check and sign a confidentiality agreement with TWA.

If you have any enquiries about the role, please contact the Executive Director, Peter Minchin, on phone: 08 9443 9778 or via email: peter.minchin@wa.triathlon.org.au

To apply, please submit the attached *NOMINATION FORM MEMBER OF THE BOARD OF TRIATHLON WA Inc* to the Executive Director, Peter Minchin, via email: peter.minchin@wa.triathlon.org.au or post 12A/55 Howe Street Osborne Park WA 6017 no later than Friday 4th September 2015.