

FAIR AGENDA

We're looking for a Treasurer to join the Fair Agenda Board

Are you committed to creating a fair and equal future for all women? Know the importance of campaigning and strategic advocacy in winning change? Love spending time crunching numbers? Understand the importance of good financial governance and resources in enabling social change? Then apply now to join the Fair Agenda Board!

Fair Agenda is committed to building a strong and diverse Board to support our strong and diverse movement. We seek to recruit members who bring unique and complementary strengths to the Board team. In this recruitment round we are searching for a Board member who has:

- A passion for tackling structural gender inequality, and campaigning for a fair and equal future for women,
- Experience managing and/or providing oversight on organisational finances - including financial forecasting and risk management,
- An ability to provide oversight on financial governance and regulation compliance matters relevant to a not-for-profit,
- An ability to provide input and feedback on organisational strategy.

We particularly encourage Aboriginal and Torres Strait Islander women, women from culturally and linguistically diverse backgrounds, as well as people of diverse gender, race, sexuality, religious and political beliefs to consider applying for this role.

Please note that this role is not restricted to a particular physical location. We also encourage people based outside of metropolitan areas to apply.

The role of the Fair Agenda Board

The Directors of Fair Agenda are collectively responsible for:

- Upholding the mission of the organisation and ensuring the organisation is in the best position to foster a bold and inclusive movement of Australians taking action for a fair and equal future for women,
- Ensuring the organisation remains compliant to relevant regulatory bodies,
- Organisational oversight, including approving major strategic and financial decisions,
- Ensuring long term strategy is in place - including approving, evaluating and refining strategic planning,
- Driving organisation review and risk review processes,
- Ensuring the organisation uses its finances in a sustainable way,
- Assisting with fundraising where possible, as part of the Board's role in ensuring the organisation's financial sustainability,
- Selecting, supporting and reviewing the performance of the Executive Director, and
- Providing expert and strategic advice and mentoring, to Executive Director as required.

During Fair Agenda's start-up phase Board members also play an important ambassadorial role for the organisation, and are expected to help build relationships with organisations, individuals and potential donors where appropriate.

About Fair Agenda

Fair Agenda is a community campaigning organization made up of 37,000 Australians working together to win changes that bring us closer to a fair and equal future for women.

Since Fair Agenda launched our first campaign 3.5 years ago we have:

- Stopped thousands of calls to the national domestic violence hotline from going unanswered, by winning \$4 million of additional federal government funding for 1800 RESPECT,
- Stopped scheduled cuts to working parents' time to care for their newborns that would have hurt 79,000 families per year, slashing the time they could afford to care for their new baby.
- Kept a media spotlight on the federal government's decision to leave thousands of women without access to family violence services they need to be safe – and pushed the government to announce an additional \$150 million for family violence response.
- Partnered with university students and survivors to help secure a commitment from Universities to provide a 24/7 trauma specialist telephone hotline for people affected by university sexual assault.
- Pushed more than a dozen universities to improve the transparency and quality around their training to prevent sexual violence; and established the first public record of the training policies of Australia's university residences.
- Worked with partners to secure a commitment to change the laws that allow perpetrators of family violence to cross-examine their victim-survivors in Family Court.
- Won a campaign calling on Albury Mayor Kevin Mack to apologise and withdraw his statement that women could 'invite' sexual assault, and
- Pressured Myer to stop stocking a range of dolls that promoted unhealthy body image, through effective media campaigning including TV and print coverage.

All of this has been possible with just one full time team member and a small team of volunteers supporting our 37,000 members.

How we work

Fair Agenda's small but mighty staff team support members from all backgrounds and walks of life, to strategically mobilise on issues that matter to them.

We leverage rapid online, social and media campaigning tactics to amplify the concerns of our members, to put fair on the agenda for decision-makers in our parliaments, businesses and community, and to change policies that limit the potential of women.

Fair Agenda frequently works in partnership with policy experts and service providers; and brings critical rapid response campaigning capacity to the women's movement.



Position Description: Treasurer

Requirements of Board members

All Fair Agenda Board members are required to:

- Be willing and able to oversee governance and organisational strategy,
- Be available for Board duties, including:
 - Attending 2 hours of Board meetings each month (via teleconference if preferred),
 - Completing 1 hour pre-reading for board meetings each month,
 - Attending 2 x board retreats each year (these will generally last up to one full day),
 - Providing mentoring and ad hoc support to the Executive Director in areas of their expertise,
 - Serving on at least one subcommittee (for example finance, risk management, setting remuneration), and actively participating in any other ad hoc discussions,
 - Attending two Fair Agenda events annually (where possible).
- Prepare for and participate in the discussions and deliberations of the Board,
- Be aware of, disclose and abstain from any conflict of interest.

In addition, the Treasurer will:

- Provide oversight specifically over the finances of the organisation
- Review procedures and financial reporting, and ensure the organisation is meeting any financial governance obligations.

With these obligations in mind; we ask that applicants for this role commit to an availability of at least 8 hours per month for Board duties.

We also note that the intention to stand as a candidate for public office is considered a conflict of interest incompatible with holding the position of Director at Fair Agenda.

Recruitment criteria

Core criteria we're considering in applications for this role are:

- A passion for tackling structural gender inequality, and campaigning for a fair and equal future for women,
- Experience managing and/or providing oversight on organisational finances - including financial forecasting and risk management,
- An ability to provide oversight on financial governance and regulation compliance matters relevant to a not-for-profit,
- An ability to provide input and feedback on organisational strategy.

Additional skills and experiences considered valuable in applicants:

- An understanding of and/or training in anti-oppression,
- Previous governance or board experience,
- Familiarity with the funding models of community campaigning organisations with non-financial membership,
- Experience working with an organisation in startup phase,
- Fundraising experience or relationships,
- Experience with community campaigning,
- Familiarity with areas of social policy affecting women.

Terms

New Directors will be invited to serve a three-month probation period on the Board during which they will be invited to act in an observer capacity prior to formal appointment.

Following successful completion of the probation period, New Directors will be invited to serve a two-year term (we note there is an annual re-election process for all Board member's at the organisation's AGM).

Organisational infrastructure

Fair Agenda is a registered not-for-profit organisation with the legal structure of a company limited by guarantee.

We run our financial reconciliation through Xero, and have a pro bono accountant who assists with this process, the preparation of BAS reports, and with processing of payroll.

The Fair Agenda Board currently has seven members. Collectively the Board brings a wealth of expertise in campaigning, organisational management, government relations and community maintenance strategy. You can find further information on our current Board members on our website at: http://www.fairagenda.org/the_team.

Fair Agenda's founding Executive Director is Renee Carr – she has led Fair Agenda since concept development phase, and is committed to driving the organisation forward. She is one of two full time staff members working on this initiative at a day-to-day level.

Fair Agenda is also supported by a Leadership Council and Policy Advisory Group - these are both made up of individuals who donate their time to provide strategic advice to Fair Agenda in matters where they have expertise.

To express interest

To express interest in joining the Fair Agenda Board, please send a cover note outlining your interest and relevant experience, along with a copy of your CV to info@fairagenda.org with the subject line 'Board EOI'. If you have any questions or would like to meet with us to discuss the role, please reach out to the Executive Director Renee Carr through this same address.

Expressions of interest will be processed on a rolling basis, from **5pm Melbourne time, Monday 18th September**.

Please note that we particularly encourage Aboriginal and Torres Strait Islander women, women from culturally and linguistically diverse backgrounds, as well as people of diverse gender, race, sexuality, religious and political beliefs to consider applying for this role. We also encourage people based outside of metropolitan areas to apply.