



## **EQUESTRIAN QUEENSLAND INC BOARD OF DIRECTORS EOI**

The Board of Directors is responsible for the governance and management of the organisation. The management of the organisation involves making decisions about how the organisation will operate to achieve its goals and carry out its roles. Equestrian Queensland Inc has determined that its Directors require the following skills:

**Leadership:** The Board is the leadership group for Equestrian Queensland Inc. The Board must adhere to the Code of Conduct and act honestly and in good faith in exercising their powers. Directors must perform duties impartially and undertake their role having regard to the interests of the members. Directors are the representatives of Equestrian Queensland and must act accordingly so as not to bring the organisation into disrepute.

**Strategic and Planning:** The Board establishes the strategic direction and priorities and communicates Equestrian Queensland values, vision and purpose. The Board achieves this by developing Strategic and Operational Plans and Policies that include appropriate key result areas, strategies and actions.

**Communication:** The Board is responsible for interacting with key stakeholders to consult with and inform them of the direction and activities of Equestrian Queensland. It is expected that Directors will have effective written and oral communication skills and the ability to negotiate and manage conflict.

**Financial Management and Commercial Acumen:** the Board has responsibility for setting and monitoring the budget of Equestrian Queensland Inc to ensure that it supports the achievement of goals and objects. Directors must be able to read and analyse financial reports and are responsible for seeking further information about any concerns they may have. Directors must be able to understand the responsibilities that accrue in relation to sponsorship arrangements that are entered into.

**Legal:** The Board ensures that the activities of Equestrian Queensland Inc are carried out legally. This requires that Directors ensure that activities adhere to the legal framework, including the Constitution, any legislation relevant to incorporation and any general administrative law provisions.

**Sport Specific Knowledge:** It is expected the Board will have sufficient knowledge of the sport, or sport in general, and/or the non-profit sector including the volunteer workforce in order to appreciate the context to inform their decision making.

**Risk Management:** The Board is responsible for assessing risks facing the organisation at a more strategic level. It is further responsible for establishing risk management frameworks and policies and monitoring compliance. Directors are expected to identify and assess risk as it relates to their portfolio responsibilities.



## EQUESTRIAN QUEENSLAND INC EXPRESSIONS OF INTEREST TEMPLATE

<b>Member Name</b>	
<b>Membership No</b>	
<b>Contact Details</b>	<b>Phone:</b> <b>Email:</b>

### Criteria

The following criteria should be applied by the individual to self assess their knowledge, skill and ability against each of the skills required to be a member of the Equestrian Queensland Inc Board of Management:

Score of 1 – Cannot meet the requirements.

Score of 2 – Knowledge of the requirements.

Score of 3 – Can meet the requirements with assistance.

Score of 4 – Can meet the requirements on their own.

Score of 5 – Can meet the requirements and can train and/or lead others.

*Please tick the appropriate box for each skill in the following box below:*

	1	2	3	4	5
<b>Leadership</b>					
<b>Strategy and Planning</b>					
<b>Communication</b>					
<b>Financial Management &amp; Commercial Acumen</b>					
<b>Legal</b>					
<b>Sport Specific</b>					
<b>Risk Management</b>					

In less than 300 words, please indicate why your skills and experience would be a valuable asset to the Equestrian Queensland Board.

Completed EOI'S and all enquiries can be directed to Matt Helmers, (07) 3891 6611 or email [ceo@equestrianqld.com.au](mailto:ceo@equestrianqld.com.au). EOI's must be received by no later than COB Friday 26 September, 2014.