



Position Description

Board Director

Dr. Jane Goodall DBE, world-renowned ethologist, humanitarian, conservationist and UN Messenger of Peace, founded the Jane Goodall Institute in 1977. Jane's pioneering study of wild chimpanzees began over 60 years ago in Tanzania, Africa, where she made multiple discoveries that radically changed and enriched the field of primatology. Today, there are JGI chapters in 27 countries around the world all working to support Dr Goodall's vision and legacy.

The Jane Goodall Institute Australia (JGIA) is one of the global offices and was founded in 2007 and is an Australian non-profit and registered environmental organisation. The Jane Goodall Institute Australia (JGIA) has a vision for an Australia where all young people are equipped for custodial leadership of our shared environment. This is underpinned by our purpose which is to inspire hope and action, through education, for a sustainable planet. Every day, we strive to deliver our vision with a mission to educate, empower and inspire young people to take positive action for animals, people and the environment.

Headquartered in Sydney, JGIA is staffed by a small, dedicated team and has volunteers across Australia as well as a board of directors based across Australia. Board members are non-executive directors of the Jane Goodall Institute Australia and have a legal and ethical responsibility to ensure that the organisation does the best work possible in pursuit of its goals. This also includes providing time, energy, expertise and insight to committee work and fundraising.

JGIA is committed to an inclusive culture and encourages applications from people with diverse backgrounds irrespective of gender, disability, ethnicity, generation and sexual orientation and people of varying age.

ABOUT THE ROLE

The Director is a member of the Board. The Board is responsible for the overall governance, management and strategic direction of JGIA. The Board is also responsible for ensuring that the organisation fulfils its purpose and objectives and meets all the legal and moral responsibilities and requirements consistent with 'best practice' corporate governance. This responsibility is on behalf of the organisation's members and other stakeholders.

This includes establishing strategies to guide, monitor and control the organisation's activities, ensuring resources available to achieve the strategy and oversee their use, monitoring the organisation's performance, overseeing processes to comply with legal and regulatory requirements, and overseeing the risk management framework that supports informed decision-making by the organisation.

Candidates for appointment will demonstrate that they possess qualifications or extensive experience in one or more of the targeted areas of education policy leadership, fundraising and business development, and First Nations policy.

This role is voluntary.



KEY RESPONSIBILITIES

Board Directors have legal responsibilities under common law and statute including duties to:

- Act honestly and in good faith;
- Perform competently by exercising care, skill and diligence in making decisions;
- Act in the best interests of JGIA; and
- Declare any conflict of interest, actual or perceived.

Individually, a Board Director must:

- Be diligent, attend Board meetings and devote sufficient time to preparation for Board meetings to allow full and appropriate participation in the Board's deliberations;
- Respect the confidentiality of information and not disclose to any other person confidential information other than as agreed by the Board or as required by law;
- Participate (as required) in sub-committee work and/or coordinating sub-committees to ensure that all sub-committees operate efficiently and are able to achieve their expected outcomes;
- Keep abreast of JGIA's activities and be prepared to offer practical and philosophical suggestions and advice;
- Proactively help position JGIA in the community and not do anything that in any way denigrates the organisation or harms its public image; and
- Act as a role model, change agent and professional exemplar in all matters concerning JGIA.

Collectively, Board Directors are required to:

- Set the strategic direction, including developing the vision, mission, purpose, strategic plan and key priorities for JGIA;
- Govern The Jane Goodall Institute Australia in accordance with policies and procedures;
- Identify and characterise risk relevant to the organisation and ensure there are effective risk management strategies in place;
- Keep informed of organisation stakeholders' concerns, needs and interests and ensure that these receive proper consideration either by the Board or management;
- Set performance management expectations for the organisation and the Chief Executive Officer and monitor organisational performance; and
- Share equal responsibility for the financial integrity of the organisation and monitor the financial performance and health of the organisation.

KEY SELECTION CRITERIA

ESSENTIAL:

Mission and Values Alignment

- A demonstrated passion for and commitment to educating and inspiring the next generation of custodians for planet earth.



- An understanding of how education can empower and inspire young people to take positive action for animals, people and the environment.

Strategic Leadership and Governance

- Knowledge of the responsibilities of a Non-Executive Director, including an understanding of a Board's legal, ethical, fiduciary, and financial responsibilities.
- An ability to develop and review strategy through critical thinking and constructive questioning that contributes to the Board's effective decision making.
- Networks access government, philanthropy, business or the education sector which can be drawn on to further JGIA's mission and strategy.

In addition to the above competencies, we are seeking applications from candidates who meet at least one of the following priority areas:

- Education policy leadership - an experienced thought leader within primary and/or secondary education bringing a deep understanding of the educational curriculum, and operational requirements of schools.
- Fundraising and business development - commercial acumen with a proven track record developing fundraising strategies that scale an organisation's ability to achieve impact.
- First Nations - experienced in working in First Nations contexts with a deep understanding of culture, protocols, and policy matters relating to Indigenous peoples and communities.

DESIRABLE:

- High level experience in corporate governance as a Board Director.
- Financial literacy to analyse financial material presented to the Board and critically assess financial performance.
- Knowledge of the principles of effective risk management.
- Experience working with or knowledge of social enterprises.
- High-level stakeholder management skills.

BENEFITS

Whilst this is not a paid position, JGIA offers a friendly, flexible and supportive work environment. This is a highly rewarding role for someone passionate about animals, people and our shared environment and an incredible opportunity to work with highly skilled and well-connected professionals. Required working hours will be 10-15 hours per month which will broadly consist of:

- Board Meetings (Frequency): every 2 months
- Committee Meetings (Frequency): minimum monthly
- Some additional hours based on the JGIA financial reporting schedule (e.g. to participate in and/or review the external audit findings)

Meetings are mostly via video conferencing. If required to attend in person, travel costs are covered.



HOW YOU WILL BE ASSESSED

You will be assessed on how you meet the selection criteria detailed above. To ensure the panel can make an informed assessment, please submit a current resume (max 5 pages) and a cover letter (max 3 pages) outlining your interest in joining the JGIA Board and addressing the key selection criteria. Please email your application, with at least two references who have knowledge of your work, to recruitment@janegoodall.org.au.

If you don't meet all the selection criteria, but are passionate about JGIA's mission and think you can bring value to our Board, please still apply - we'd love to hear from you!

JGIA is seeking candidates with diverse backgrounds and experiences. We are an equal opportunity employer and do not discriminate on the basis of race, colour, sex, age, religion, national origin, disability, marital status, personal appearance, disability, sexual orientation, gender identity or expression, family responsibilities, matriculation, genetic information, or political affiliation. We particularly encourage women, people of diverse cultural backgrounds, and Aboriginal or Torres Strait Islander people to apply for this position.

The JGIA Office is headquartered in Sydney; however, applications will be accepted from other locations within Australia.

Applicants already in possession of a Director Identification Number (Director ID) registered through the Australian Business Registry Service are required to include it in their application. A successful candidate who does not yet have a Director ID is legally required to provide it prior to appointment.

JGIA believes that it is our duty to ensure that we do everything we can to keep children safe. We have a responsibility to those children that we come into contact with, and as an organisation, we are committed to ensuring the safety of children by not harming them or placing children at risk. As part of the induction process, applicants will be required to complete a Working with Children Check

If you have any questions, please contact the Board Chair, Tim Lo Surdo, at tim@janegoodall.org.au.

Applications will be assessed on a rolling basis, so candidates are encouraged to apply ASAP and no later than 11:59pm October 19.