



Position description

Board Director of the Australian Cardiovascular Alliance

Context

As set out in Clause 3.1 of its constitution, the ACvA has been established to:

- to promote, foster, develop and assist the study of and the acquisition, dissemination and application of knowledge and information concerning the diagnosis, prevention, treatment and cure of cardiovascular disease
- to encourage, stimulate, foster and procure funding for research in all branches of cardiovascular disease
- to engage in public awareness campaigns to highlight the need for funding for research in all branches of cardiovascular disease
- to assist in keeping the health profession in Australia conversant with the latest developments in the field of medical and scientific research and the diagnosis, prevention, treatment and cure of cardiovascular disease.

General

Board directors perform the key governance role for the ACvA, with statutory oversight and fiduciary responsibilities to act in the best interests of the ACvA according to the specific needs of the organisation. This obliges the directors to act honestly in good faith and to the best of their ability in ACvA's interests.

The obligations, expectations and processes pertaining to all directors, including officer bearers are set out in the ACvA's constitution, code of conduct, conflict of interest and other relevant policies.

Responsibilities

The responsibilities of directors of the ACvA Board are across two key areas:

1. **Overall business performance** - ensuring the ACvA develops, implements and monitors strategies against milestones and key performance indicators to enable it to fulfill the objectives set out in the constitution.
2. **Overall compliance performance** - ensuring the organisation develops and implements systems and policies to enable it to comply with its legal and policy obligations under the ACNC and ensure the organisation's assets are protected through appropriate risk management.

Specific Board responsibilities include:

- Overseeing and developing the strategic direction of the ACvA
- Monitoring organisational performance to agreed strategies and performance targets
- Oversight of the financial status of the organisation
- Working with the CEO to enable the ACvA to obtain the resources, funds and personnel necessary to implement the organisation's strategic objectives
- Monitoring organisational performance to agreed strategies and performance targets
- Implementing, maintaining and (as necessary) refining a system of good governance that is appropriate for the organisation

- Regularly reviewing the board's performance, structure and composition, so that these are appropriate for the organisation
- Appointing and managing the performance of the principal operational officer
- Succession planning for the principal operational officer.

Additional matters

- Directors may nominate as office bearers, including as members of board sub-committees.
- Directors must make best endeavours to attend meetings of the ACvA Board and to actively contribute to discussions and decision making.
- As a general principle, directors should strive to take a leadership role in at least one key area of ACvA business.
- Director should endeavour to support members to:
 - engage with the political and departmental leaders of State (Territory) and Commonwealth governments, philanthropy and industry to achieve greater impact from and more sustainable funding for research related to cardiovascular diseases
 - support engagement with state and territory health systems to embed research as a core enabler
 - encourage a collaborative culture and practice between institutions across the country and internationally.
- The preparation work required for the discharge of the board's obligations will be undertaken by the staff of the ACvA

Appointment: Directors are appointed at the AGM of the ACvA, and may be appointed throughout the year to fill a specific need, in accordance with the requirements of the constitution.

Term: Directors may seek reappointment for a maximum of nine years, in line with the maximum term requirements and requirements for rotation of directors as set out at clause 57 of the constitution.

Skills and attributes

- Financial literacy, understanding of financial obligations and best practice
- Strategic and big picture thinking
- Demonstrated integrity
- Commitment to the goals and values of the ACvA
- Skills gaps identified by the skills matrix, which is reviewed annually by the ACvA Board.
- Compliance and risk management experience
- Control and monitoring of organisational performance
- Communication with key stakeholders and networking
- A current police check.

Approved on -----