

Board Director

JOB TITLE: Board Director

DATE: May 2011

DATE TO BE REVIEWED: May 2014

JOB SUMMARY

ECA Directors represent ECA's widest interests and are obliged to act independently and ethically to secure the continuing well being and development of the national organisation. Directors must ensure that the organisation is well managed but their major role is to govern rather than to manage. They are also responsible for presenting information and the views of their home Branch to the Board as a whole, and for supporting communication between the national organisation and their Branch.

ELIGIBILITY FOR BOARD DIRECTOR

The Board Director from Western Australia must be a current individual member of the WA Branch of ECA.

REPORTING RELATIONSHIPS

The position of Board Director is answerable directly to the ECA National Board and its members.

DUTIES & ESSENTIAL JOB FUNCTIONS

- The responsibilities of the Directors include:
 - Custodianship - Directors are trustees of the organisation as a whole.
 - Governing process.
 - Board/CEO relationship.
 - Fiduciary duty common to all boards.
- Control and manage the affairs of the Association including:
 - Responsibility for the strategic plan.
 - The financial health of the Association including budget development and approval and all other aspects of governance.
- In consultation with the Chief Executive Officer establish such committees and coopt such current individual members of a Branch as are required to further the work of the Association.
- Exercise all such functions other than those specified at Section D Clause 1(c) and those that are required by the Act to be exercised at the Annual General Meeting of the Association.
- Perform all such acts and do all such things as are necessary and desirable for the proper management of the affairs of the Association.