

Appendix number:	17a Board Director Position Description		
Drafted by:	Katherine Colbert	Last Reviewed:	May 2024
Responsible person:	Chair	Approved by Board:	26 August 2024
Scheduled review date:			May 2027

1. Partners in Ag

For more information about Partners in Ag, please visit Partners in Ag website at <https://partnersinag.org.au>.

2. Position

The Board supports the work of Partners in Ag and provides mission-based leadership and strategic governance.

While day-to-day operations are led by the Partners in Ag Chief Executive Officer (EO), the Board is responsible for setting the direction of the organization, and the appropriate involvement of the Board is both critical and expected.

3. Specific Board Director responsibilities include:

Leadership, governance and oversight

- Serving as a trusted advisor to the EO as they develop and implement the Partners in Ag strategic plan.
- Reviewing outcomes and measures created by Partners in Ag for evaluating its impact, and regularly measuring its performance and effectiveness using those measures; reviewing agenda and supporting materials prior to Board and committee meetings.
- Approving the Partners in Ag annual budget, audit reports, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities
- Contributing to an annual performance evaluation of the EO
- Assisting the EO and Board chair in identifying and recruiting other Board Directors
- Partnering with the EO and other Board Directors to ensure that Board resolutions are carried out
- Serving on committees or task forces and taking on special assignments

- Representing Partners in Ag to stakeholders; acting as an ambassador for the organization
- Ensuring Partners in Ag's commitment to a diverse Board and staff.

4. Board participation

Board meetings will be held monthly and Committee meetings will be held as required.

5. Qualifications

This is an extraordinary opportunity for an individual who is passionate about the Partners in Ag mission and Vision, and who has a track record of agricultural networks and a passion to improve the professional learning opportunities for the Agricultural sectors of Victoria. Ideally, candidates will have the following qualifications:

- Extensive professional experience in business, education or agriculture
- Personal qualities of integrity, credibility, and a passion for improving the lives of Partners in Ag's beneficiaries

Service on Partners in Ag's Board is without remuneration, except for administrative support, and reimbursement of approved expenses related to Board Directors' duties.

Appendix number:	17b Board Director Selection Criteria		
Drafted by:	Katherine Colbert	Last Reviewed:	May 2024
Responsible person:	Chair	Approved by Board:	26 August 2024
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1. Partners in Ag's Vision:

Agricultural businesses and their rural communities are safe, sustainable and profitable for current and future generations through education.

2. Board Selection Criteria

The Board of Partners in Ag comprises **up to nine (9)** members each of whom is elected based on a set of skills deemed important by the Board. These skills requirements will change as the requirements of Partners in Ag change. The specific skills and qualifications being sought currently are as set out in section B below. General skills and experience requirements are set out in section A.

a. General Skills and Experience

Partners in Ag is seeking members of the Board who have:

- Experience in Governance, or an understanding of the role of a Board and good Governance
- Commitment to the Partners in Ag Mission
- Good Communication Skills
- Collaborative Leadership style
- Strategic thinking
- Commitment to Impartial Decision-Making
- Ability to participate in constructive discussions
- Good reputation and a record of Integrity

b. Specific Skills and Qualifications

Partners in Ag is seeking members of the Board who:

- work in an Agricultural business in Victoria
- work as an Agricultural Consultant or provide an Agricultural support service in Victoria
- understand the professional learning needs of the Agricultural sector in Victoria
- have financial skills and/or an accounting qualification

Appendix number:	17c Board Expression of Interest Process		
Drafted by:	Katherine Colbert	Last Reviewed:	May 2024
Responsible person:	Chair	Approved by Board:	26 August 2024
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1. Expression of Interest Procedure:

When a Board vacancy arises, the position may be filled by invitation or application and interview. It is Partners in Ag policy to endeavor to secure Board Directors with an appropriate mix of knowledge, experience, geographic spread, and skills to provide the necessary breadth and depth of knowledge, experience and skills to meet the Board's responsibilities and objectives.

Partners in Ag seeks Board Directors who can bring the following general skills and experience (A) and a specific skill or qualification (B):

a. General Skills and Experience

- Experience in Governance, or an understanding of the role of a Board and of Governance
- Commitment to the Partners in Ag Mission
- Good Communication Skills
- Collaborative Leadership Ability
- Commitment to Impartial Decision-Making
- Availability for Constructive Engagement
- Good reputation and a record of Integrity

b. Specific Skills and Qualifications

- work in an Agricultural business in Victoria.
- work as an Agricultural Consultant or provide an Agricultural support service in Victoria.
- understand the professional learning needs of the Agricultural sector in Victoria.
- have financial skills and/or an accounting qualification

Please submit your written application addressing these selection criteria, your CV and two (2) referees to the Partners in Ag Executive Officer at eo@partnersinag.org.au.

Your application will be considered when the next Board vacancy arises, and the Board may invite you for an interview.

Successful applicants will be invited to continue the nomination process to join the Partners in Ag Board.

Board Recruitment

Appendix number:	17d Board Director Nomination Form		
Drafted by:	Katherine Colbert	Last Reviewed:	May 2024
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Name	
Postal Address	
Phone	
Email Address	
ASIC Director ID	

I _____ nominate to serve on the Partners in Ag Board for the next two years.

I agree to always make decisions in the best interest of Partners in Ag and declare any conflicts of interest.

I agree to abide by the Rules of Association and policies adopted by Partners in Ag.

I bring the following skills to the Partners in Ag Board. (Please tick all that apply)

A. General Skills and Experience

- Experience in Governance, or an understanding of the role of a Board and of Governance
- Commitment to the Partners in Ag Mission
- Good Communication Skills
- Collaborative Leadership Ability
- Commitment to Impartial Decision-Making
- Availability for Constructive Engagement
- Good reputation and a record of Integrity

B. Specific Skills and Qualifications

- work in an Agricultural business in Victoria

Board Recruitment

- work as an Agricultural Consultant or provide an Agricultural support service in Victoria
- understand the professional learning needs of the Agricultural sector in Victoria
- have financial skills and/or an accounting qualification

I have submitted an updated CV (including Referees) to the Partners in Ag Executive Officer.

I understand that my nomination will be voted on and position confirmed at the Annual General Meeting unless otherwise stated.

I understand that I can resign in writing to the Chair at any time.

Re-nomination for a subsequent term is permitted.

Signed: _____ Date: _____