

## ***What is the Athletics Victoria Board ?***

There are eight positions on the Board elected by clubs that are affiliated with Athletics Victoria.

No more than two board members can be registered from the same affiliated club.

Each Board Member is elected for a term of three (3) years or a lesser term where a Board Member resigns before the term has ended. While the Board can temporarily fill a casual vacancy, where a Board Member stands down at an Annual General Meeting, whoever is elected into this position will hold office for the number of years remaining for that position.

The maximum term for any Board Member is nine (9) years.

## ***What is the role of the Athletics Victoria Board?***

The Board is responsible for establishing the framework in which the business of Athletics Victoria is to be conducted. This includes:-

- good governance and high standards in due process and risk management;
- building the overall strategic plan including in-built metrics
- developing policies for the operation of the organisation and
- monitoring and evaluating the performance of the CEO.



## ***How much time is spent on matters relating to the Board?***

The amount of time will vary depending upon a persons involvement with the Board.

At present there are six Board meetings per year which are held every two months and generally on the first Tuesday in those months.

Based on the skills set that each Board member brings, there are a number of sub committees that meet at least four times a year :-

Finance

Marketing & Communications

Audit and Risk and

Remuneration & Nominations

Board Members are invited to nominate for each sub committee which are constituted at the first meeting of the Board after the Annual General Meeting.

Based on information from the current Board approximately 5 – 10 hours per week is the average time spent with matters relating to the Board.



## ***What type of skills are required for the Board ?***

Each Board may be different but good practice is to have skills sets in the following areas:-

- Strategy
- Finance
- Remuneration/Human resources
- Audit/Legal Independence
- Marketing/Sponsorship
- Corporate/Government and
- Sports Leadership

The Board of Athletics Victoria recently undertook a skills audit across these seven areas which is represented in a diagram on the next page.

## ***How do I nominate?***

Nominations for the Board must be writing on the prescribed nomination form that can be obtained from any affiliated club or online at [athsvic.org.au](http://athsvic.org.au).

You must be a fully paid member of an affiliated club and you will need to have your club representative confirm by signing the nomination form. Nominations must be sent to the CEO Athletics Victoria by email or fax before 5.00pm Wednesday 24<sup>th</sup> June 2015.



# ATHLETICS VICTORIA BOARD CURRENT SKILLS ASSESSMENT

FINANCE

STRATEGY

REMUNERATION/HUMAN RESOURCES

AUDIT/LEGAL  
INDEPENDANCE

MARKETING/SPONSORSHIP

CORPORATE/GOVERNMENT

SPORTS LEADERSHIP

