

Board Member

The Organisation

Established in 1983, South Burnett CTC Inc (CTC) is a not-for-profit organisation with the aim of Contributing to Community. This is achieved by providing support in the South Burnett and Cherbourg regions through programs and services in Foster Care, Residential Care, Youth & Family Services, Domestic and Family Violence, Disability Services and our Social Enterprise the Gumnut Place.

Our vision is to foster communities where people have equal opportunity to receive support, participate and feel valued in their everyday lives. We do this by working together to break down barriers and make a genuine difference for the people in our communities.

Our values of **Integrity**, **Empathy** and **Collaboration** are central to our culture and how we deliver quality services that make a genuine difference to the lives of people across the South Burnett.

A proudly local organisation, we have teams operating from bases in Kingaroy, Wondai, Nanango and Murgon and a total staff of around 250 in full-time, part-time and casual roles.

The Board Member Role

CTC Board members are responsible for governing and overseeing the work of CTC.

Board duties include:

- Setting the strategic direction for the organisation
- Approving annual operational plans, budgets and audited financial statements
- Monitoring the financial, risk, legal, compliance and strategic environment
- CEO recruitment, performance, remuneration and development
- Ensuring high standards of professional and ethical conduct are maintained
- Maintaining community relationships
- Contributing foresight, contemporary governance and subject matter knowledge to support the organisation

Board Meetings are held monthly in Kingaroy (in-person).

Board Members are required to work as part of a team and contribute opinions, feedback and contribute to decision making regarding matters discussed by the Board.

SOUTH BURNETT CTC

☎ 07 4162 9000
✉ admin@sbctc.com.au
📍 6 Cornish Street • Kingaroy QLD 4610
🌐 sbctc.com.au

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Key Requirements of Board Members

CTC seeks board members with true altruistic values who wish to give back to their community in a meaningful way.

Board members are selected based on:

- Skills that they bring to the board (e.g. financial, legal, operational, industry experience)
- Community connection across the South Burnett and willingness to utilise connections to support the work of CTC in the community
- Previous board experience
- Their experience in the community and social services industry
- Lived experience relating to the services delivered by CTC
- The diversity they bring to the group
- Experience in the corporate governance of a not-for-profit incorporated entity including risk, compliance, financial management and strategic planning

The individual must have the ability to obtain a Director ID, Working with Children Blue Card, Disability Worker Screening and a Child Safety Check.

Support Provided to Board Members

- Registration with and maintenance of ACNC records
- Preparation and circulation of board papers
- Minute-taking
- Professional development opportunities and training

Remuneration

This is a voluntary role. Directors' insurance is maintained by CTC.

To Apply

Please submit an expression of interest that includes your resume and a cover letter that addresses your skills and relevant experience.

1. Applications are to be sent to admin@sbctc.com.au.
2. Contact the CEO Jason Erbacher for a confidential discussion, if required: (07) 4162 9000.
3. Short-listed applicants will meet with members of the board.
4. Preferred candidates will be invited as a guest of the board to observe board meetings for a period of time, where both parties can make a final decision.

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