

Ordinary Board Member

Purpose

Ordinary Board Members share fully in the governance and strategic leadership of Living Proud as members of its Board of management. They bring independent judgement, diverse skills and lived experience to the Board's collective oversight of strategy, finances, risk, culture and performance, in service of the organisation's purpose and the LGBTIQ+SB communities it exists for. This position description also sets out the core duties carried by every Board Member, including the office-holders above.

Key responsibilities

- Govern in the best interests of Living Proud and its mission, exercising independent and informed judgement.
- Contribute to setting and approving organisational strategy and monitor progress against the Strategic Plan 2026–2029.
- Oversee financial performance, reserves, risk management and internal controls, and the integrity of reporting.
- Take part, with the Board, in appointing, supporting and reviewing the CEO, while respecting the line between governance and management.
- Monitor organisational performance, culture, safety and compliance with the Constitution and the law.
- Prepare for and contribute actively and constructively at meetings, and serve on at least one committee or working group.
- Act ethically, declare and manage conflicts of interest, maintain confidentiality, and act as an ambassador for Living Proud.

Director duties - every Board Member

Every Board Member is a director of the Association and must: act with care and diligence; act in good faith in the best interests of the Association and for a proper purpose; not improperly use their position or information; and disclose and stand aside from any material personal or pecuniary interest.

Appointment, term and commitment

- **Appointment & term:** Two are elected by the members at the AGM; further members may be co-opted (up to five) or appointed to a casual vacancy for needed skills. Up to nine consecutive years.
- **Eligibility:** An Ordinary or Life Member aged 18+, not disqualified under s. 39 of the Act.
- **Composition:** The Board comprises the Chair, Vice-Chair, Secretary, Treasurer and four or more Ordinary Board Members.
- **Accountable to:** The Board and, through it, the members.
- **Time commitment:** Approximately 4 to 6 hours per month, covering monthly Board meetings with preparation, plus committee work and occasional events. Honorary (unpaid).

Board culture and what we're looking for

Living Proud's Board brings together people with different skills, identities and lived experiences, united by a commitment to the health, safety and wellbeing of LGBTIQ+SB communities across Western Australia.

Our culture and values

Our work is guided by six values: Respect, Integrity, Collaboration, Courage, Equity and Pride. We expect every Board member to model these values and to bring an intersectional, community-centred approach to governance. In practice, our Board:

- is collegiate and respectful, and values constructive challenge, open debate and independent judgement, with decisions made collectively;
- focuses on governance rather than day-to-day management, supporting and holding to account the CEO and staff;
- holds high standards of integrity - declaring conflicts of interest, maintaining confidentiality, and coming prepared to contribute at every meeting;
- is committed to continuous improvement, director development and honest reflection on its own performance; and
- draws on lived experience of, and genuine connection to, LGBTIQ+SB communities in everything it does.

Skills we are especially seeking

We welcome people from a wide range of backgrounds, and are currently particularly interested in applicants who bring expertise in the following domains:

- Finance and accounting
- Legal and regulatory compliance
- Human resource management
- Technology, digital systems and cyber security
- Fundraising, grants and income generation.

Diversity, inclusion and belonging

Living Proud is committed to a Board that reflects the diversity of the LGBTIQ+SB communities we serve. We strongly encourage applications from people who are currently underrepresented on our Board. In particular, we warmly welcome applications from Aboriginal and/or Torres Strait Islander people, people with disability, women and gender-diverse people, people from culturally and linguistically diverse backgrounds, and people living in regional and remote Western Australia.

We value lived experience as much as formal qualifications, and we are committed to a safe, inclusive and culturally respectful Board environment. We are glad to make reasonable adjustments to support your participation in both the recruitment process and Board membership. If you are interested but unsure whether your experience is the right fit, we encourage you to get in touch for a conversation.