

Position Description

TITLE:	Non Executive Director
POSITION & TENURE:	Part-time, voluntary, 3 years
REPORTS TO:	Chair of the Board
DIRECT REPORTS:	N/A
LOCATION:	Australia
DATE APPROVED:	August 2021

ABOUT GRAMEEN AUSTRALIA

Grameen Foundation Australia (known as Grameen Australia) is a not-for-profit organisation originally established in 1998 to fundraise and invest in microfinance and social business programs in Cambodia and the Philippines.

Today, Grameen Australia has refocused its efforts on alleviating poverty in Australia through the development of women-led microenterprises based on the Grameen model. We aim to enable 30,000 women to build small businesses that generate incomes and meaningful livelihoods. With a focus on reaching women who are experiencing unemployment, financial exclusion and poverty, our unique model creates opportunities to realise financial independence in a social and supportive environment.

Our organisation is founded on the highly successful Grameen Bank Model developed in the late 1970s by Nobel Peace Prize Laureate, Professor Muhammad Yunus, in Bangladesh. Since then, Grameen's programs have expanded to 59 countries and positively impacted more than 300 million people around the world.

With strong support from the global Grameen network, especially Grameen USA, we are fortunate to have the guidance of an Advisory Board chaired by Professor Yunus. We are also developing corporate and philanthropic support, and importantly, have secured major financial support from the Australian Government.

ROLE OVERVIEW

The Grameen Australia Board is a skills and experience-based board which provides strategic guidance and direction to the organisation. Directors have specific capabilities as identified from time to time and a good knowledge of the workings of modern not-for-profit organisations. We are committed to the highest standards of governance in line with our Constitution and community expectations.

As part of its planned growth, the Board is seeking to appoint additional non-executive directors who will champion the vision, purpose, values and strategic priorities of the organisation. We are looking for directors who are motivated, engaged and energised by their association with Grameen Australia and its goal of enabling meaningful, independent livelihoods for Australians on low incomes.

RESPONSIBILITIES

All members of the Grameen Australia Board are required to:

- Champion Grameen Australia's vision, purpose and values
- Develop a comprehensive understanding of programs, services and their strategic context
- Contribute to and drive the strategic direction of the organisation and monitor progress (implemented and reported by the CEO and leadership team)
- Contribute to efforts to secure additional funding from government, philanthropy and impact investment
- Attend and actively participate in meetings of the Board, relevant Board Sub-Committees and other events as required
- Declare any situation that may lead to a real, possible, or perceived conflict of interest
- Comply with all statutory, constitutional, internal policies and regulatory requirements
- Contribute to board self-assessment and continuous improvement (such as AICD education)
- Review and approve the annual operating and capital budgets and provide oversight of the annual audit and risk management policies and procedures
- Contribute to the development of governance and operational policies, and ensure they are embedded in the organisation

SELECTION CRITERIA

Grameen Australia seeks to appoint up to three non-executive directors with the following general attributes:

- An affinity with poverty alleviation in general and ideally, an interest and/or experience in microenterprises, inclusive employment, cross-cultural programs and gender equality
- A personality/chemistry fit with other Board members – collegial, collaborative, open and above all, a high level of integrity and credibility, are strongly valued attributes
- A capacity to engage with the organisation and have the time, energy and willingness to commit to the company's activities in an active non-executive capacity
- A willingness and ability to actively assist in the cultivation and solicitation of major philanthropic donors, including individuals, corporations and foundations in Australia
- Established or developing networks in the not for profit, private and public sectors in Australia and a willingness to deploy them and build strong key stakeholder relationships for the benefit of Grameen Australia's goals
- A track record of emerging or current leadership in not-for-profit, business, academic or public sector roles, evidenced by an acknowledged reputation for strong professional standards, keen judgment, and good insights into strategic, cultural, operational and people issues
- Directors can be located anywhere in Australia but we are interested in candidates who reside or have experience working in the local government areas of Hume City in Victoria and Fairfield in NSW.

SPECIFIC SKILLS AND EXPERIENCE

We are interested in persons with specific skills sets in a range of areas, including:

- Research, evaluation and impact analysis
- Strategy, governance, risk and financial management
- Banking and financial technology
- Social science or community development

- Impact investment and fundraising
- Social policy and government relations
- Microfinance and microenterprise
- Legal, finance or economics
- Communications and marketing

We are committed to ensuring the Board reflects the rich diversity of the Australian community. We encourage applications from people with lived and/or professional experience of the barriers to gender equality in areas, such as leadership, violence against women, political representation, financial security, discrimination, and sexual harassment. We also welcome people of all ages, indigenous people, people with disability and people from culturally and linguistically diverse backgrounds to apply.

OTHER INFORMATION

- Board Meetings are scheduled six times a year, either by video or face to face. Other board-related meetings and activities as agreed.
- Appointments are for a three-year period. Directors receive no remuneration but may be reimbursed for out-of-pocket expenses.
- Grameen Australia information can be found at www.grameen.org.au

For further information please contact Paul Murnane (Board Director) at paulmurnane@grameen.org.au.