



FENCING

WESTERN AUSTRALIA

Appointed Position Description – Board Director

Position	Fencing Western Australia (FWA) Board Director – Appointed Director x2
Reports to	FWA Board
FencingWA Overview	FencingWA (FWA) is the recognised State Sporting Association (SSA) for the Olympic sport of fencing in Western Australia. FWA is responsible for the governance, administration, and daily operations of the sport. FWA represent the interests of our members and member clubs to the national Association (AFF), and state and local government bodies and are members of the WA Olympic Committee (WOAC) and SportsWest.
Essential Skills – Appointed Director	<p>The sport values a diversity of people, relevant skills, and experience amongst the Board of Directors.</p> <p>Applicants should meet at least one of the following skill sets:</p> <ul style="list-style-type: none"> • Financial – Comprehensive knowledge of preparing financial reports and overseeing the association's bookkeeping to ensure accurate financial management and regulatory compliance. • Community Engagement and Development – Ability to work collaboratively with various groups affiliated with or who are future partners of FWA. Experience in influencing systems, programs, and practices is desirable. • Marketing – Knowledge of current thinking of marketing strategies, brand, engagement, and stakeholder communication. <p>Experience in state sporting associations or sport industry knowledge would also be desirable.</p>
Role of the Board	The Board's primary responsibility is to direct the affairs of FencingWA on behalf of its members. Individual Board members represent and serve the interest of Members and collectively oversee and appraise the organisation's strategies, major policies, and performance.



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	<p>The organisation's performance is driven by the strategies developed and implemented by the Board, Contractors, Committees and identified volunteers of FencingWA.</p> <p>The Board aims to bring an independent and objective view to the organisation's decisions, provide guidance to delivery, strategy development and review the effectiveness of management in delivering upon those strategies. The Board also ensures sufficient control and accountability systems are in place to measure and report on the organisation's performance.</p>
<p>The Board Responsibilities</p>	<p>Principal functions and responsibilities of Board members include:</p> <ul style="list-style-type: none"> • Ensure effective governance of the organisation. • Formulate the organisation's strategic direction. • Review, approve and monitor the strategic plan and annual budget. • Monitoring and assessing the performance of the organisation. • Oversee the development of Board and organisational policies. • Ensure compliance with the legal requirements. • Monitor risks facing the organisation. • Recruit and monitor the performance of the EO. • Be involved with Board sub-committees. • Identifying skills required by the Board and considering potential candidates. • Due to the size of the organisation, some operational responsibilities are required.
<p>Other Information</p>	<ul style="list-style-type: none"> • Attendance approximately nine board meetings annually (most meetings are held online). • Attendance at an annual planning session. • Assist with some operational matters as required. • May also require attendance at FWA events or sport industry events. • FWA has 6 member clubs and a membership of 275 (2023 Membership statistics) . • FWA contracts three contractors to assist with the delivery of the operational plan which equates to 16 hours per week. • The position is a two year term.



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Attributes	<p>As a member of the FencingWA Board, a director should meet the following attributes.</p> <ul style="list-style-type: none">• Integrity – fulfilling a director’s duties and responsibilities, acting ethically, with appropriate independence, and putting the FencingWA’s interests before personal interests.• Collaborative yet curious and courageous – a director must be able to function as an effective team member but also must have the curiosity to ask questions and the courage to persist in robust discussions with management and fellow board members where required.• Emotional intelligence – as well as self-awareness and self-management, a director must work well in a group, listen well, be tactful yet able to communicate in a cogent and candid viewpoint.• Active contribution – a director needs to be an active contributor with a genuine interest in the state sporting organisation and its business.
Remuneration	The role is voluntary, and there is no remuneration.