



## Appendix B.

### Elected Director Position Description

#### Lacrosse Australia Information:

The Lacrosse Australia (LA) is the peak National Sporting Organisation (NSO) responsible for the governance, development, promotion and administration of lacrosse in Australia. It is a company limited by guarantee and is required to abide by the Corporations Act (2001).

All Board Directors are volunteers. The LA currently has 3 paid staff positions:

- Operations Manager. Full Time Position
- Sport Administrator. Full Time Position
- Growth Program Coordinator, Contract Position

LA mission is to ensure Lacrosse is recognised and culturally-embedded in Australian sports from a grassroots level, thriving at all age groups and skill levels, in addition to coaching and officiating. Lacrosse Australia provides leadership to the community through the delivery of quality services, programs and support in order to grow lacrosse at all levels, develop a sustainable membership base and achieve continued international success.

To help achieve our mission and guide our operations LA has [six core values with linked behaviours](#):

Ambition, Passion, Community, Leadership, Professionalism, Resilience

#### Position Information:

Position Title: Director

Reports To: LA Board

#### Remuneration:

An annual Honorarium is paid.

Agreed expenses, supported by documented receipts, are reimbursed

#### Overview:

This position assumes the overall responsibility for the governance of the operations of LA, in line with the Board's agreed strategic direction.

The primary function of an LA Director is to provide strategic direction to the sport of lacrosse and its stakeholders, while there is also an expectation that Directors provide a hands-on management role and delivery of a portfolio of LA's operational plan and projects.

#### Key requirements

- Abide by [Board Charter](#), [LA policies](#), LA procedures and [LA's Director Code of Conduct](#)
- Hold a Director Identification Number.
- Hold and provide a current Working with Children Check



### Key Relationships:

Directors must abide by the LA Communication Policy and be able to relate effectively with:

- The Chair and fellow Board of Directors
- Full time staff
- Contractors
- Committee Chairs and members
- Member Associations including office bearers and Staff
- Australian Squad/Team members and Team Staff
- All external stakeholders including funding bodies (Australian Sports Commission), sponsors, Asia Pacific Lacrosse Union (APLU) and World Lacrosse (WL).

### Key Responsibilities:

1. Board Directors share a common 'fiduciary' duty and are responsible to the stakeholders for:

- Incorporating good governance into all activities
- the achievement of appropriate outcomes
- the financial security of the organisation and
- the expression of a moral and social responsibility to the members and the community at large
- conduct in the interests of the organisation as a whole, free from undue influence.

2. Directors have a moral duty to the LA and the sport of lacrosse, and must abide by the LA [Code of Conduct Policy](#).

This duty involves:

- Keeping up to date with the sport
- Ensuring the sport is run ethically and with integrity
- Presenting the organisation and lacrosse in a positive manner

3. Directors have a legal responsibility under Common & Corporations law which includes:

- Acting honestly and in good faith
- Performing competently by exercising care, skill and diligence in making decisions
- Acting in the best interests of the LA
- Declaring any conflict of interest, actual or perceived

### Key Duties:

- Planning and Policy – Establish the policy framework for governing the Association from which all operational policies and actions are developed; Set objectives, define and implement policy and establish strategic direction and priorities
- Financial Management – Undertake equal responsibility for the financial integrity of LA and monitor the financial health of the organisation
- Legal Compliance – Ensure compliance with policies, laws and regulations ensuring the LA remains viable and effective in the present and for the future
- Risk Management – Develop and implement policies to reduce potential legal liability and create a safer environment
- Representation and Relationships - Provide effective representation in negotiation and liaison with the Australian Sports Commission (ASC) and other key external stakeholders
- Member Relationships – Manage communication with Member Associations to ensure they are aware of the LA vision, goals, policies and priorities and assist in developing their programs in harmony with national plans and objectives



- Monitoring & Evaluation – Monitor the performance of the LA against agreed goals, assess appropriateness of policies and practices to provide for the LA’s continuity, and evaluate the achievement of the strategic plan and annual budget outcomes
- Committee co-ordination - Co-ordinate LA sub-committees to ensure that all committees operate efficiently, effectively and assist them in achieving their expected outcomes
- Marketing & Communications – Contribute to the good image of lacrosse in the community through strategic networking and relationship building, and website input.
- Delivery of Operational Plan – support the delivery of LA’s operational plan and projects.