



## Founding Board Member Position Description

Role	Non-Executive Director
Length of term	1 year
Reports to	Hello Initiative Board Chair
Location	Perth, Western Australia.
Company Overview	<p>Hello Initiative is a social impact innovation agency dedicated to serving the young people and communities involved in criminal justice. We strive to improve social and judicial outcomes for West Australian young people involved in the justice system.</p> <p>Hello Initiative was founded in July 2019 and has grown to be one of the largest private providers in the youth justice sector. In the 2020/21 financial year we turned over \$30,000. In the 2021/22 financial year we expect to turn over \$170,000.</p> <p>We are an incorporated association registered under the Associations Incorporations Act 2015 (WA), are an Australian Charities and Not-for-profits Commission (ACNC) registered charity and as a Public Benevolent Institution are an endorsed gift recipient.</p>
Current Board	This board recruitment round is to establish Hello Initiative's first independent board. Currently the organisation is governed by a volunteer committee led by the co-founders Ashleigh Small and Christopher Dickson. A chair will be elected by the board upon establishment.

### The Role

- Hello Initiative seeks to appoint independent non-executive directors to sit on its first advisory and governance board.
- The role requires attending approximately 3 board meetings, an Annual General Meeting, and serving on at least one board committee per year and undertaking associated preparation.
- The role may require attendance in monthly digital meetings for management, financial reporting and general compliance issues.

## Organisational Values and Code of Conduct

- The role includes being a culture custodian of the organisation, which includes setting, promoting and monitoring the tone of the organisational culture.
  - Our vision is for a fair and equitable justice system that supports young people and their families to make better choices and build a better future for their community. We believe in learning from mistakes.
  - Our mission is to improve the social and judicial outcomes for young people involved in criminal justice in Western Australia. We do this by providing support relevant to the real world.
- Our values are Kind, Curious, Bold.
  - We are kind in our perspective and we seek to understand our clients, our stakeholders and our community. We deal in the business of justice.
  - We are curious to try new things and believe there is always a better way. We seek to spark new ideas and embed innovation in a fractured system.
  - We are bold in the way we design our supports and the way we do business. We do not accept the status quo.

## General Competencies and Skills

- **Knowledge of a director's responsibilities** – includes an understanding of the role as well as the legal, ethical, fiduciary and financial responsibilities;
- **Strategic expertise** – the ability to review the strategy through constructive questioning and suggestion and contribute to the effective decision making of the board;
- **Accounting and finance** – the ability to read and comprehend the company's accounts, financial material presented to the board, financial reporting requirements and some understanding of corporate finance;
- **Legal** – the board's responsibility involves overseeing compliance with numerous laws as well as understanding the individual director's legal duties and responsibilities;
- **Risk Management** – experience in managing areas of major risk management to the organisation;
- **Managing people and achieving change** – experience in current management thinking on employment, branding, engagement, strategic vision and stakeholder communication; experience in executive remuneration and compensation;
- **Industry knowledge** – experience in similar organisations or industries
- The board must ensure that Hello Initiative complies with the **ACNC Governance Standards**.

## Experience Requirements

- Hello Initiative is seeking a wide range of skills and experience and as such will consider all applications.
- Hello Initiative is especially seeking potential candidates with the following specialist skills;

- Professional background in criminal law / justice.
- Professional background in accounting / finance.
  - Desirable: Chartered Accountant / Certified Practising Accountant.
- Professional background or significant experience in fundraising.
- Professional background or significant experience in advocacy and government relations.
- Prior experience sitting on the boards of similar organisations or in adjacent industries will be viewed favourably.

#### **Remuneration and benefits**

- Hello Initiative is seeking board members on a voluntary basis.
- All reasonable expenses will be reimbursed with prior approval.

#### **Further information**

- Hello Initiative values diversity and inclusion and welcomes people of all backgrounds.
- People with disability, Aboriginal and Torres Strait Islander people and persons from culturally diverse backgrounds are encouraged to apply.

For a discussion of this role or to learn more about Hello Initiative, please contact Ashleigh Small, CEO at [ashleigh@helloinitiative.org.au](mailto:ashleigh@helloinitiative.org.au) using the subject line: Board Member enquiry.