



POSITION DESCRIPTION - DIRECTOR

Role:

- To provide governance to SAFCA;
- Represent SAFCA to the community and its stakeholders; and
- Accept ultimate legal accountability for SAFCA.

Skill/Knowledge Requirement:

As some Directors are appointed by members and Independent Directors are appointed by the Board, it is up to members/the Board to decide the best person for the role. It would be preferred if Directors had the following skills/knowledge:

- Possess knowledge and skills in one or more of the following areas: policy, financial counselling, finance, human resource management, industrial relations, legal, communications, and/or contract management;
- Personal integrity and professional credibility;
- Excellent judgement and possess an ability to make informed decisions within time constraints;
- Capacity to think strategically and to demonstrate vision;
- Sound communication and interpersonal skills;
- Team orientation; and
- Be informed of the services provided by SAFCA.

Responsibilities:

- Attend all Board meetings of SAFCA Board of Directors;
- To participate in sub-committees of the Board as determined by the Board;
- Participate in deliberations of the Board, applying due care and diligence to decisions reached;
- Contribute to ideas and intelligence to SAFCA strategic planning processes; and
- Attend public functions on behalf of SAFCA where relevant.

In discharging their duties, each Director must:

- Exercise care and diligence;
- Act in good faith in the best interests of SAFCA;
- Undertake appropriate training, including an induction to the entity;
- Not improperly use their position or misuse information of SAFCA; and
- Commit the time necessary to discharge effectively their role as a Director.