

**CONSERVATION COUNCIL OF SOUTH AUSTRALIA
HONORARY EXECUTIVE COMMITTEE MEMBER**

Founded in 1971, the Conservation Council of South Australia Inc (CCSA) is the peak body for environment and conservation in this State. As a community-powered organisation we stand for South Australia's environment when it's under threat, help our member groups and other nature champions, and create and tell stories about ways for people and nature to live in balance. Together we are a force for nature.

Our Executive Committee is effectively the Board of the organisation and we are seeking to appoint three new members to increase our capacity and skills and to oversee the next phase of the delivery of our new strategic plan.

Qualifications/Skills

Applicants will ideally have been and have an interest in conservation, experience with community groups and a 'hands-on' approach.

Term

The Executive Committee member is currently elected, unopposed, by the Council on an annual basis at its AGM in November. Ideally, they would be committed to serve a minimum two-year term.

Requirements

- An interest in Conservation
- An ability to communicate information
- Computer and online literacy, specifically Microsoft 365 business
- Prepare for and participate in the discussions and deliberations of the Board
- To foster a positive working relationship with other Board members, and with the general staff
- Be aware of and abstain from any conflict of interest.

Major Duties

- Ensuring CCSA is meeting recordkeeping and reporting obligations
- Attendance at Executive Committee meetings and up to two planning days per year.
- Attendance at Annual General Meeting
- Act as a resource to the Finance & Audit Committee including the oversight of the Gift Fund.

Responsible Persons Requirement - Finance & Audit Committee:

CCSA are seeking Executive Committee Member(s) who can take an active role in the administration of our Gift Fund through our Finance & Audit Committee. The CCSA fund must be controlled by a committee made up of a majority of "responsible people". Examples are:

- Church authorities and clergy
- school principals
- judges, solicitors, doctors, and other professional people
- mayors, councillors, town clerks and members of parliament
- recipients of awards from government for services to the community such as an Order of Australia
- members of a professional body which has a professional code of ethics and rules of conduct.

Executive Committee membership is a voluntary role. Meetings are held every 6 weeks from 4:30 to 7:30 on Thursdays but these times can be flexible and decided by the group overall.

CCSA is an equal opportunity organisation. We celebrate diversity and are committed to creating an inclusive environment for all.

For more information about this rewarding position, phone Mark Anderson, President 0407 755 873

Please submit a CV and a covering letter by 30 September to President@conservationsa.org.au

Prospective Executive Committee members who best meet our requirements will be invited to speak to some of our existing members at the October meeting.