



Call for Applications for Chairperson of the Board at Healthy Kids Association

Number of vacancies: One

- **Areas of expertise:** Chairperson; Governance; Finance; Nutrition & Dietetics; Public Health; Food Industry; Education and/or Government relations

Type of organisation: Healthy Kids Association is a Not for Profit (NFP), member-based association

Remuneration: This is a voluntary position

SUMMARY

- Seeking an Independent Chairperson to lead the Board of Healthy Kids Association
- Chairperson requires sound governance knowledge base, Finance and AICD qualifications preferred
- Seeking applicants with experience in Governance; Nutrition & Dietetics; Public Health; Food Industry; Education and/or Government relations

ABOUT HEALTHY KIDS ASSOCIATION

Healthy Kids Association is a not-for-profit, health promotion charity based in New South Wales. Scope of our operations covers NSW and the ACT.

Healthy Kids Association is dedicated to empowering children and their families with knowledge about nutrition and healthy eating to make the best decisions for their health – now and for a healthy future.

Healthy Kids Association focuses on where children are learning about food, nutrition, and health, and provides a wide range of services targeted to the canteen, school, and home. For canteens, we provide information, support, and advice to ensure canteens are able to offer high quality and nutritious choices at the frontline. For schools, we focus on the creation of a healthy learning environment, with high quality information, resources, programs, and advice designed to help schools deliver messages around nutrition. We make sure these messages get home through communication with parents and empowering children to make changes in their own lives. We are the primary source of advice on healthy food choices for around 3,200 schools in NSW and the ACT.

Healthy Kids Association also works closely with food and beverage manufacturers to encourage the development and registration of foods that meet NSW, and other state's, government criteria. We support school canteens to develop menus using these products through our comprehensive Annual Buyers' Guide.

The organisation's Strategic Plan for 2021 – 2023 focuses on the priorities of enhancing the reputation and credibility of the organisation; strengthening stakeholder relationships; a stronger digital offering; and expansion of our services.

For further information regarding Healthy Kids Association, please visit www.healthy-kids.com.au

ABOUT THE BOARD

The business of Healthy Kids Association is overseen by a Board. In accordance with the Associations Incorporation Act 2009 and regulations of the Australian Charities and Not-for-profits Commission (ACNC).



The Constitution sets out the Board's objectives, authority, composition and tenure, roles, and responsibilities, reporting and administrative arrangements.

The Board is responsible for the governance arrangements for Healthy Kids Association. The Board's decisions and actions are made through:

- Setting clear strategic directions for the organisation
- Ensuring effective and efficient performance by the organisation and Chief Executive Officer (CEO)
- Ensuring effective financial and risk management controls are in place
- Selecting, appointing, and guiding the CEO

The Chairperson will:

1. Lead the Board
 - a. In developing and articulating the vision for the organisation and strategies to achieve it
 - b. To select, appoint, support, and work with the CEO, whose primary task is to implement the strategies and daily operations of Healthy Kids Association, along with mentoring and reviewing the CEO's performance
 - c. To identify and monitor risks of all types both within, and external to, the organisation
 - d. To identify skills and experience gaps within the Board and work with the Board to fill them effectively so that the Board composition is always a strong mixture of relevant skills and experience
 - e. In continually reviewing HKA's activities and finances, using relevant periodic reports
2. Chair Board meetings and ensure meetings are well-facilitated with participation from all Directors
3. Establish relevant committees of the Board to handle specialised tasks
4. Encourage an open two-way flow of information between the Board and the CEO
5. Work with the CEO to review continually the effectiveness of strategies and to co-lead, with the CEO, the regular (currently 3-year) Strategic Plan process

CHAIRPERSON APPLICATIONS

Applications are sought from individuals with a genuine interest in the Healthy Kids Association, who will contribute to the implementation of the 2021 – 2023 strategic plan and possess the following core competencies:

CORE COMPETENCIES

- Previous experience in governance, preferably at Board level and Finance and AICD qualified (preferred)
- Demonstrated leadership with empathic communication skills and to manage differences effectively. Able to facilitate conflicting views and reach consensus.
- Good communicator and listener
- Clear sense of direction for the organisation
- Strategic "big picture" view
- Commercial acumen



The initial term of appointment will be 2 years, which can be extended by a further two terms of 2 years each, in total three terms of 2 years each. The position is voluntary. Board meetings are held quarterly via videoconference and/or face-to-face Board meetings are held in Sydney.

Please send your CV and cover letter to info@healthy-kids.com.au.