



BTAA Board Member Position Description

Organisation: Brain Tumour Alliance Australia (BTAA)

Position title: Board Member (voluntary)

Reports to: BTAA Chair

Direct reports: None

Purpose of the role

The Board of Brain Tumour Alliance Australia (BTAA) provides strategic leadership, governance, and oversight to ensure the organisation delivers on its mission to unite and strengthen the voices of the brain tumour community to drive better outcomes for all affected.

General Board members contribute their expertise, judgement, and lived or professional experience to guide BTAA's direction, strengthen its governance, and uphold its values. Board members play a critical role in shaping strategy, building partnerships, and supporting a sustainable, well-governed organisation that amplifies the voice of the brain tumour community. m

Key responsibilities

Governance and compliance

- Understand and comply with BTAA's Constitution, policies and ACNC Governance Standards.
- Exercise due care, diligence and good faith in all decisions.
- Ensure BTAA complies with relevant laws and maintains proper financial management.
- Attend Board meetings, read papers in advance, and contribute to informed discussion and decision-making.
- Uphold the collective responsibility of the Board once decisions are made.

Strategic direction and oversight

- Contribute to the development, approval and monitoring of BTAA's strategic plan.
- Oversee performance against strategic goals and budget.
- Identify emerging opportunities, risks and issues for the organisation.
- Support effective risk management and ethical fundraising.

Representation and advocacy

- Act as an informed, positive ambassador for BTAA and its mission.
- Represent the interests of the brain tumour community, not personal or organisational interests.
- Participate in events such as Head to the Hill, forums or consultations when available.
- Uphold BTAA's non-partisan approach to advocacy and public policy

Financial and resource stewardship

- Review financial reports and ensure resources are used effectively and for charitable purposes.
- Approve budgets, policies and financial delegations as part of the Board.



- Support fundraising and partnership development consistent with BTAA's values.

Conduct and integrity

- Act in accordance with the BTAA Code of Conduct and Conflict of Interest Policy.
- Maintain confidentiality of all Board discussions and information.
- Treat others with respect, professionalism and integrity.
- Declare any conflicts of interest and abstain from related decisions.

Collaboration and development

- Work constructively with fellow Board members, the Chair and operational lead.
- Support induction of new members and share knowledge openly.
- Commit to continuous learning about governance, health policy and consumer advocacy

Delegations and authority

- Board members share collective authority for governance decisions.
- Individual members hold no executive power unless delegated by the Board.
- Members may represent BTAA externally when authorised by the Chair or CEO.

Term and time commitment

- Elected for a two-year term, renewable.
- Estimated time: 2–3 hours per week, depending on meeting and reporting cycles, including preparation, meetings, and occasional events.
- Attend at least 75% of Board meetings and the AGM.