

POSITION DESCRIPTION

Role: Non-Executive Director

Department: SANE Australia Board and The Dax Centre Board

Location: Australia

Organisation overview: SANE is Australia's leading innovator in digital mental health, delivering online mental health community and telehealth support services and advocacy for people experiencing complex mental health issues and trauma, and their family, friends and carers. We are a medium-sized organisation, with 150+ people and volunteers who are driven, passionate and engaged, and we embrace innovation and agile ways of working.

Our vision is a brighter future for people, families and communities facing complex mental health issues.

To achieve this vision, we have three goals:

- End mental health inequity through systemic change.
- Eliminate stigma, discrimination, and social exclusion.
- Equal employment and economic opportunity for people and families with complex mental health needs.

The Dax Centre is a wholly owned subsidiary of SANE Australia with a mirror board. The Dax Centre is the custodian of the Cunningham Dax Collection and is a leader in the use of art to raise awareness and reduce stigma towards mental health issues. Through our exhibitions and educational programs, we seek to engage, inform and encourage community connections and conversations about mental health inclusion.

POSITION PURPOSE

The Non-Executive Director contributes to the effective governance, strategic direction, and long-term sustainability of the organisation. This role is responsible for providing independent oversight, constructive challenge, and informed decision-making to ensure the organisation delivers on its mission, complies with legal obligations, and appropriately manages risk.

KEY RELATIONSHIPS

Internal

- Board Chair and Directors
- Chief Executive Officer and Executive Team

External

- Funders, regulators and partners
- Major donors and supporters
- Community and sector representatives

Accountabilities	Key Performance Indicators (KPIs)
Effective governance and stewardship	<ul style="list-style-type: none"> Upholds fiduciary duties with due care and diligence, always acting in the best interests of the organisation. Demonstrates informed, independent judgement in Board decisions. Contributes to compliance with legal, regulatory, and ethical obligations. Supports effective governance frameworks and Board effectiveness. Effectively appoints, supports and evaluates the performance of the Chief Executive Officer; ensuring strong leadership and organisational performance.
Strategic contribution and oversight	<ul style="list-style-type: none"> Approves the strategic direction of SANE and The Dax Centre, and monitors progress against strategic priorities. Monitors organisational performance including financial sustainability and key risks. Provides constructive input into strategic discussions and decisions. Monitors progress against strategic priorities. Supports alignment between strategy and organisational outcomes.
Financial performance and organisational risk	<ul style="list-style-type: none"> Oversees risk management and compliance ensuring adherence to legal, regulatory, and ethical obligations, and fulfils statutory director duties including managing conflicts of interest and proper use of position and information. Reviews, approves and monitors SANE's annual budget and financial statements, ensuring financial integrity and long-term sustainability. Demonstrates understanding of financial performance and sustainability. Contributes to oversight of key organisational risks and controls.
Board participation and engagement	<ul style="list-style-type: none"> Attends and actively participates in Board Meetings and contributes as a member of at least one Board subcommittee. Demonstrates preparation and engagement in discussions. Contributes to constructive, respectful, and effective Board dynamics.
Advocate and represent	<ul style="list-style-type: none"> Acts as an appropriate advocate for the organisation, supporting stakeholder engagement and advocacy where appropriate. Directly supports fundraising activities through outreach to networks and engagement with donors as part of planned fundraising activities.
Work Health and Safety	<ul style="list-style-type: none"> Oversees SANE and The Dax Centre's WHS system performance and compliance with WHS regulations and applicable laws. Takes reasonable care for their own health and safety, and that of others in line with WHS policies and procedures Reports incidents, hazards and near misses to ensure that appropriate actions can be taken promptly including assessing effectiveness of existing risk management and controls, minimising recurrences, promoting health, safety and capacity to work.
Values alignment	<ul style="list-style-type: none"> Adhere to SANE Values of Respect, Collaboration, Responsibility, Celebration and Innovation (please refer to Values and Behaviours section for detailed descriptions).

KEY SELECTION CRITERIA

Qualification & Experience

- Previous experience serving on Boards, committees or advisory groups in a not for profit, health, mental health or related sectors.
- Tertiary education in a relevant field.

Essential Skills, Knowledge and Personal Attributes

- **Governance Knowledge** – Sound understanding of the role and responsibilities of a Board Director, including an understanding of the role as well as the legal, ethical, fiduciary and financial responsibilities.
- **Strategic Expertise** – Ability to critically evaluate strategy, provide constructive challenge, and contribute to informed Board decision-making.
- **Financial Literacy** – Ability to read, interpret and critically assess financial reports, Board papers, and statutory financial statements.
- **Risk Management** – Demonstrated experience in understanding and overseeing key organisational risks and control frameworks.
- **Integrity and empathy**– Demonstrated independence, sound judgement, and commitment to acting in the best interests of the organisation and excellent interpersonal skills, emotional intelligence and empathy for the people in our organisation and those we serve.
- **Collaboration and contribution** – Ability to work effectively within a Board setting, contributing to respectful and robust discussions.
- **Commercial Judgement** – Demonstrated business acumen and the ability to analyse, synthesise and interpret complex information to support informed decision-making.
- **Commitment and Engagement** – Demonstrated passion for helping SANE and The Dax Centre achieve their vision, mission, purpose and objectives through preparedness, active participation, and willingness to contribute meaningfully to Board and committee work.

Highly Desirable skills, qualifications and experience identified in the SANE Board Skills Matrix

Candidates may hold one or a number of these to be considered highly desirable.

- Legal skills, qualifications, professional registration and experience.
- Financial, accounting and audit qualifications, experience and professional registration.
- Governance, compliance / risk expertise and qualifications.
- Clinical or professional qualifications; registration with AHPRA or similar body in a relevant field.
- Qualifications and experience in digital health, startups, technology, data, cyber or AI.
- Human resources, people, culture and work health and safety qualifications and experience.
- Philanthropy and fundraising networks and expertise.
- Expertise in Aboriginal and Torres Strait Islander governance, community partnerships.
- Marketing, public relations, stakeholder and government engagement
- Personal lived experience of mental ill-health, grief, suicidality, distress and/or trauma.
- Lived experience as a family member or carer supporting someone with complex mental health issues, trauma, or suicidality; lived experience of bereavement through suicide.

VALUES AND BEHAVIOURS

Values	Expected Behaviours
Respect	<ul style="list-style-type: none"> ▪ Focus on the whole person and their strengths, not the illness, and believe everyone is entitled to a better life. ▪ Treat everyone with grace and dignity while welcoming robust and constructive discussion. ▪ Communicate our appreciation to those who give their time, advice, and financial resources.

Collaboration	<ul style="list-style-type: none"> Partner with others who share our vision, values, passion, and commitment. Work with people with lived experience of complex mental health issues to build better services, policies, and programs. Encourage and support each other to do the best work we possibly can by listening, communicating, and working as one team.
Responsibility	<ul style="list-style-type: none"> Do what is right, however difficult that might be. We are accountable for the decisions we make. We take good care of our physical and mental health and seek help when we need it.
Celebration	<ul style="list-style-type: none"> Celebrate great achievements (big or small) by ourselves and others. Warmly welcome everyone who comes through our doors, and we create a fun, flexible and inspiring workplace that fosters personal and professional growth. Broadcast to the world heroic stories of courage, resilience, and recovery.
Innovation	<ul style="list-style-type: none"> Have a passion for learning and disseminating creative solutions to real-world problems. Embrace technology to build community and provide helpful information. Seek out new ways to have greater impact through research, testing, and evaluation informed by lived experiences of complex mental health issues.

CHECKS

All appointments are subject to:

- Minimum of two Reference Checks
- Right To Work in Australia
- National Police Check
- Working with Children Check
- Non-Disclosure Agreement
- Consent to Act
- Disclosure of Interests

OTHER INFORMATION

Acknowledgments



SANE acknowledges the Aboriginal and Torres Strait Islander peoples as traditional custodians of the land on which it operates, and pays respect to Elders past, present and emerging.

Equal Opportunity and Diversity Statement



SANE is an equal opportunity employer and is committed to providing a safe, culturally appropriate, inclusive service for all people, regardless of their ethnicity, faith, disability, sexuality, or gender identity. We are dedicated to developing and supporting a workforce that is well-equipped and motivated to make a real difference in the lives of people affected by complex mental health issues.

SANE strives to have a rich, diverse workforce which includes employing people with lived experience of mental health issues, Aboriginal and Torres Strait Islander people, people with disabilities, people from CALD and LGBTQIA+ communities, and people of all ages. We believe in building an inclusive workforce that sees human difference as a strength and supports our vision for all Australians affected by mental health issues to lead long and fulfilling lives, free from stigma and discrimination.