



Stay **connected**. Be **creative**. Keep **well**.

Non-Executive Board Director

Board Directors play a critical role in guiding the strategic direction, sustainability and governance of Satellite Foundation (Satellite). Working collaboratively with fellow Directors and the Chief Executive Officer, Board members help ensure the organisation remains effective, accountable and aligned to its mission and values.

This is an opportunity to contribute meaningfully to the mental health and wellbeing of young people and families while supporting the continued growth and impact of a respected community organisation.

This is a **voluntary (unpaid) governance** role.

Role details:

Job title:	Non-executive Board Director	Location:	Melbourne
Type:	Not for Profit Organisation	Current Board Size:	5-9
Annual Budget:	More than \$1,500,000	Board Meeting Frequency:	8 times a year
Reports To:	Chair of the Board	Board Meetings Held At:	Night
Payment:	Honorary Role	Board Meetings Mode:	Hybrid

Time Commitment

Board Directors contribute approximately 10–12 hours per month, including:

- Attendance at 6–8 Board meetings annually
- Participation in 6–8 committee meetings annually
- Reading Board papers and contributing to strategic discussions and decisions
- Attendance at selected Satellite events and activities
- Occasional engagement with stakeholders, partners and the broader community

Key Responsibilities & Outcomes

In addition to upholding the ACNC Governance Standards and Directors' duties, Board Directors are expected to:

- Prepare for and actively participate in Board and committee meetings.
- Contribute to strategic oversight, governance and organisational decision-making.
- Support effective financial stewardship, risk management and organisational sustainability.
- Develop a sound understanding of the Foundation's strategy, operations and sector context.
- Exercise independent judgement while contributing collaboratively to Board discussions.
- Maintain confidentiality and act with integrity and professionalism at all times.

- Work constructively with fellow Directors and the Satellite Chief Executive Officer.
- Identify emerging opportunities, risks and strategic challenges facing the organisation.
- Advocate for Satellite through professional, philanthropic and community networks.
- Champion the Foundation's mission and values in support of young people and families.

Personal Attributes

Successful Board Directors will demonstrate:

- A genuine commitment to Satellite's mission and values
- Strong interpersonal and relationship-building skills
- Sound judgement, integrity and emotional intelligence
- Strategic thinking with a community-centred mindset
- A collaborative and respectful approach to governance
- A willingness to contribute time, expertise and professional networks in support of the Foundation's impact and growth

Desirable Skills and Experience

Satellite is seeking Directors who bring strategic thinking, governance capability and a commitment to social impact.

We welcome expressions of interest from individuals with diverse professional, community and lived experience backgrounds. Previous Board experience is valued but not essential.

Directors should be able to:

- Understand and contribute to governance, strategy and organisational oversight
- Analyse information, identify key issues and contribute to informed decision-making
- Exercise independent judgement while working collaboratively with fellow Directors
- Understand financial, risk and sustainability considerations relevant to a not-for-profit organisation
- Apply professional, community or lived experience perspectives to Board discussions and decision-making
- Engage constructively with stakeholders and support the Foundation's reputation and impact

The Board seeks to maintain a diverse mix of skills, experience, perspectives and lived expertise. Specific areas of expertise sought will vary over time and may be identified through individual recruitment processes.

Special conditions relevant to this role

- A satisfactory National Police Check
- A satisfactory International Police Check if you have lived overseas for longer than 12 months in the past 10 years
- A current Working with Children's Check
- Proof of rights to work in Australia as described in legislation
- Certified evidence of relevant professional qualifications

Disclosure of any misconduct or formal disciplinary action taken by any current or former employer;

Satellite Foundation

Established in 2009, [Satellite Foundation](#) is a not-for-profit that connects and empowers young carers - children and young people - where a family member experiences mental health challenges. Satellite aims to foster a strong connection between young people, their families and the wider community. Satellite's programs use a combination of creativity and the sharing of lived experience to combat isolation and promote confidence, self-esteem and good coping strategies. Satellite offers peer support in a range of in-person and online programs, workshops, activities and projects that are centred on connection.

Our commitment to children and young people

At Satellite we are committed to:

- Amplifying and embedding the voices and lived experience of children, young people and families through our creative direction and co-creation framework, so they know their voices are heard and valued.
- Placing children and young people at the heart of what we do and in the context of their family and community.
- Acting in the best interest of young people at all times and living our principles of creativity, connection and wellbeing.

Key Behaviours and Values

Satellite's values guide the way we work and connect with our participants, team, and community. Through compassion, creativity, community, inclusivity, and collaboration we build strong connections to make a difference.

Compassion – People are at the heart of all we do. We see you. We hear you. We're here for you.

Creativity – Creativity is our language and expression of how we build safe and fun spaces to feel joy and be brave.

Community – We believe that shared experience fosters friendships, builds connections, and sustains a sense of belonging.

Inclusivity – We encourage & empower diverse individuals and communities, listening to and honouring their voices.

Collaboration – We listen and learn from each other, honouring the value of lived and living experience and build it into all that we do.

Diversity, equity and inclusion at Satellite Foundation

Satellite values diversity of thought, background and lived experience. We are committed to fostering an inclusive and respectful Board culture that reflects the communities and young people we work alongside.

We strongly encourage applications from Aboriginal and Torres Strait Islander peoples, people from culturally and linguistically diverse communities, people with disability, LGBTQIA+ communities, and individuals with lived experience connected to mental health, caregiving or community support.

We recognise that strong governance is strengthened by varied perspectives, experiences and voices. Board appointments are made through a transparent and equitable process, with adjustments available to support accessibility and participation throughout recruitment.