

## Volunteer Role Description

<b>Volunteer Role Title:</b>	<b>Volunteer Board Director</b>
<b>Volunteer Location:</b>	<b>National - <i>Volunteers from all States welcome</i></b>
<p>PANDA (Perinatal Anxiety &amp; Depression Australia) is currently seeking a volunteer Board Director who is committed to the emotional and mental wellbeing of expecting and new parents.</p> <p>Perinatal mental health conditions such as anxiety and depression are common and can have a significant impact on the health and wellbeing of the whole family. Each year, up to 1 in 5 mums and 1 in 10 dads will experience perinatal anxiety and/or depression, affecting around 100,000 families each year.</p> <p>PANDA ensures people across Australia are supported through a range of specialised supports including our national Helpline, by raising awareness and through the provision of education to health professionals and the wider community.</p> <p>PANDA's reach and service delivery continues to grow as our advocacy and remit expands. The governance and stewardship of the organisation is vested in a skilled Board with a passion and commitment to ensure that the vision, mission, values and strategic plan are translated into action.</p>	

## About PANDA

### Our Vision

PANDA's vision is a world where perinatal mental health is understood and valued. Where the health care system meets the needs of all people and where stigma and barriers to seeking help no longer exist.

We want people to know how and where they can access support and empower themselves to be the best, they can be regardless of their perinatal mental condition.

Through the voices of people who have lived expertise, we inform governments, planners, providers, employers, and the wider community to support people experiencing perinatal mental health conditions.

### Our Values

PANDA is a highly reputable, not-for profit organisation which supports people across Australia to recover from perinatal anxiety and depression.

Our vision is a world where perinatal mental health is understood and valued. Where the health care system meets the needs of all people and where stigma and barriers to seeking help no longer exist. We want people to know how and where they can access support and be empowered to be the best they can be in the perinatal period and beyond.

PANDA believes in being:

- COLLABORATIVE...we partner together and embrace our differences.
- EFFECTIVE...we work with passion and purpose for our community.
- BRAVE...we seek new ways to achieve our vision.

### Our Work



In response to continually increasing community needs, and increased awareness of mental health, PANDA has evolved into a valuable and vital service, funded by Federal and State Governments and sponsorships with partnering organisations.

PANDA provides the following important digital supports and services:

- National Helpline - Australia's only specialised National Helpline dedicated to perinatal mental health, supporting over 11,000 families via our Helpline alone, each year.
- Intensive Care and Counselling Program (Victoria, New South Wales, Northern Territory and Queensland) – Provides care coordination and ongoing counselling and support for new and expecting parents with severe perinatal mental health conditions.
- Community Education Program (Victoria and Queensland) - Trained volunteers share their own stories and run educational activities to raise awareness of perinatal anxiety and depression in new parent groups, playgroups and other community settings.
- Health Professionals Training (Victoria and Queensland) - Training for health professionals who have a key role in addressing the emotional and mental wellbeing of expecting and new parents, via our lived experience and clinical experts.
- Community & Clinical Champions Program - A national network of volunteers who champion PANDA's mission to support families in a positive transition to early parenthood.
- Supported Parenting Groups - Information and resources for those wishing to establish a group program that meets the needs of parents at risk of/or experiencing perinatal mental health conditions.
- Health Promotion Activity – developing accessible national health promotion resources for people to support their perinatal mental health and well-being.

## Thriving in a Digital Mental Health Organisation

All volunteer Board Directors require stable, secure internet connection with a recommended minimum 100 Mbps download / 20 Mbps upload. Confidence working in a remote, digital environment. Basic cybersecurity awareness and safe digital work practices. Proficiency with core office software (e.g., email, documents, spreadsheets, presentations). Experience using digital communication and collaboration tools for messaging, video conferencing, and shared document access. Ability to work confidently with cloud-based platforms and shared digital file systems.

## About the Role

### Composition of the Board

The PANDA Board is a national Board, currently comprised of ten Board Directors. Volunteer Board Directors are appointed based on their skills, experience and expertise that will best complement the Board to effectively achieve its goals, in line with the organisations Strategic Plan.

### Role of the Board

The role of the Board is to govern PANDA in such a way that it is able to pursue its purpose successfully.

The Board is responsible for a range of functions, including but not limited to:

- improving the performance of PANDA through strategy setting and policy making, including ensuring there are adequate resources

- monitoring and evaluating PANDA's performance against the agreed goals and objectives, strategies and plans
- considering the viewpoints of the various stakeholders
- implementing effective governance and risk management strategies
- delegating responsibility for the administration and operations to the Chief Executive Officer (CEO), and
- providing guidance and oversight to senior management.

## Your Commitment

- The Board typically meets every six to eight weeks (across Board and various Committee meetings)
- Board meetings are conducted virtually in the evening via MS TEAMS including an annual 2-day face-to-face meeting typically held during business hours in Melbourne.
- Appointees are expected to attend at least 75 percent of Board meetings.
- If applicants are appointed to other Boards, they are expected to manage their time appropriately and demonstrate commitment in their preparation and contribution to the Board meetings and/or committees.

Applicants should give careful consideration to any existing and anticipated demands on their time.

- Successful applicants are also expected to openly declare and actively manage any conflicts of interest and related party disclosures.
- Board members are generally expected to participate in one or more of the Board's committees, which include: Digital,
- Finance, Audit & Risk Committee, Quality & Practice Governance Committee and Recruitment & Remuneration Committee.

## Term of Appointment

Successful applicants will be appointed for an initial term of three years (unless otherwise determined by the Board). According to the Constitution, tenure must not exceed ten years in total.

## Remuneration

This is a voluntary position.

Approved travel expenses directly related to this appointment are reimbursed.

## Key Selection Criteria

<p><b>Essential</b></p>	<p>Applicants will be shortlisted on the basis on their skills, experience, knowledge or networks in relation to the following key and prioritised selection criteria (one or more of the following is required):</p> <ul style="list-style-type: none"> <li>• Demonstrated experience in practice governance, including oversight of service quality, clinical or program standards, and risk management frameworks.</li> <li>• Experience in philanthropy, fundraising, or income diversification, including building corporate partnerships, donor engagement, or developing sustainable commercial revenue streams.</li> </ul>
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	<ul style="list-style-type: none"> <li>• Knowledge of research, evaluation, or evidence-based practice, with the ability to support impact measurement and continuous improvement.</li> <li>• Strategic mindset with the ability to contribute to long-term organisational growth and sustainability.</li> <li>• Technical proficiency in operating digital systems including Board sharing platforms such as Diligent/ BoardEffect and SharePoint.</li> <li>• Strong alignment with PANDA's values</li> </ul>
<p><b>Desirable</b></p>	<p>Other Desirable Selection Criteria:</p> <ul style="list-style-type: none"> <li>• Personal experience of lived or living experience of perinatal mental health conditions.</li> <li>• Corporate governance and board-level leadership experience, ideally within health, community, government or not-for-profit sectors.</li> <li>• Financial management and audit expertise, including oversight of organisational performance and stewardship of resources.</li> <li>• Experience in innovation, transformation and organisational development, with the ability to support service evolution and future-focused planning.</li> <li>• Strong stakeholder, consumer and community engagement capability, with a commitment to lived experience leadership and inclusive practice.</li> <li>• Knowledge of perinatal mental health, primary care, tertiary services and/or social models of health.</li> <li>• Experience in workforce development, organisational culture and people leadership within complex service environments.</li> <li>• Understanding of the safety requirements and challenges associated with digital/ remote workforce, including service delivery.</li> <li>• Expertise in marketing, communications and organisational positioning to support advocacy, awareness and community influence.</li> <li>• Experience in digital health, ICT strategy or technology governance, including leveraging technology to improve access and service delivery.</li> <li>• Understanding of compliance, safety and ESG principles within contemporary organisational environments.</li> </ul>
<p><b>Personal Attributes</b></p>	<ul style="list-style-type: none"> <li>• Values-driven, purpose-aligned</li> <li>• Personal and professional integrity.</li> <li>• High-level interpersonal and influencing skills, including the ability to work within a team.</li> <li>• Sound independent judgement.</li> <li>• Digital proficiency to facilitate engagement with content and people.</li> <li>• Ability to apply critical thinking.</li> <li>• Genuine interest in perinatal mental health and the ability to utilise that experience for the benefit of those with lived experience and organisational operations.</li> </ul>
<p><b>Compliance &amp; Certificates</b></p>	
<ul style="list-style-type: none"> <li>• National Police Check (or willingness to obtain)</li> <li>• Working With Children Check</li> <li>• ASIC Director Identification number</li> </ul>	
<p><b>Health and Safety</b></p>	

All staff must take reasonable care for their own health and safety and that of others and follow safe work practices as outlined by PANDA.

## Application Process

### How to apply

*Aboriginal and Torres Strait Islander people are encouraged to apply.*

*People with lived and living experience of perinatal mental health conditions are encouraged to apply.*

If you would like to discuss the position, please contact Kathi Boorman, Deputy Chair, on 0400222258.

**You are invited to submit an application by submitting the following documents via **SEEK** on or before 5pm Friday 3 July 2026.**

- Cover letter explaining why you want to join to Board of PANDA and your relevant skills/knowledge in relation to the key selection criteria
- Curriculum Vitae (CV)

Please note, to be considered, **all** key selection criteria must be addressed.

### Target Dates

We are aiming to undertake the following steps by the dates shown:

<b>3 July 2026</b>	Application Closing Date
<b>20 July – 3 August 2026</b>	Interview Period
<b>15 September 2026</b>	Board reviews and approves recommended candidates
<b>22 September 2026</b>	Successful candidates notified
<b>22 September – 3 December 2026</b>	Complete probity checks, induction process and required documentation for successful candidates
<b>3 December 2026</b>	Successful candidate(s) attend first Board meeting

### Key Links

Visit our [website](#) for more information or follow the links for key documents:

Website	<a href="https://panda.org.au">https://panda.org.au</a>
PANDA Leadership & Governance	<a href="https://panda.org.au/about/board-and-leadership-team">https://panda.org.au/about/board-and-leadership-team</a>



PANDA Strategic Plan	<a href="https://panda.org.au/panda-strategic-plan-2023-2026">https://panda.org.au/panda-strategic-plan-2023-2026</a>	
PANDA's annual impact reports	<a href="https://panda.org.au/annual-impact-reports">https://panda.org.au/annual-impact-reports</a>	