

Position Description: Board Director

Organisation: The Mornington Peninsula Foundation
Company Limited by Guarantee | Public Benevolent Institution (PBI)
Role Type: Voluntary (Approx. 4-6 hours per month)
Reports To: Board Chair

1. Position Purpose

The Director provides strategic leadership, governance and fiduciary oversight to ensure The Mornington Peninsula Foundation (MPF) advances its vision and mission.

Directors steward the Foundation in a dynamic and evolving community context, balancing strong governance with openness to learning, adaptation and community insight.

The Board supports philanthropic approaches that recognise that sustainable change emerges through long-term relationships, local knowledge and community-led solutions.

Directors support sound governance practice, oversee risk and financial stewardship, and uphold the obligations of a Company Limited by Guarantee and Public Benevolent Institution under Australian law.

2. MPF's Vision & Mission

MPF's vision is a Mornington Peninsula where learning and opportunities are optimised for all children and young people.

MPF's Mission is we are a catalyst for changing systems that entrench people in intergenerational disadvantage.

We listen deeply, create connections and enable community-led solutions.

3. Strategic Focus Areas

MPF's work is informed by community insight and local needs, with a strong emphasis on:

A. Education & Learning

Supporting evidence-based teaching and learning practices in early years, primary and secondary settings to improve literacy, engagement and long-term educational outcomes.

B. Integrated Family Support

Resourcing family support services and linking them with schools to form coherent systems that meet the wellbeing needs of children, young people and families.

C. Social Inclusion & Wellbeing

Investing in initiatives that enhance connection, belonging and participation, including music, community centres and outreach service.

D. Housing & Homelessness Support

Partnering with local community services to deliver flexible support, with a focus on prevention, for people experiencing housing instability or homelessness.

These areas reflect MPF's **place-based approach to philanthropy**, ensuring initiatives are locally grounded, collaboratively designed, aligned to long term impact **and responsive to community**

priorities as they evolve over time.

4. How We Work

MPF's approach is grounded in place-based and relational philanthropy. We recognise that the Mornington Peninsula community holds deep knowledge about the challenges it faces and the solutions that will be most effective locally.

Our work is guided by several principles:

- **Listening to community insight and lived experience**
- **Building long-term, trusted relationships with local organisations and leaders**
- **Supporting community-led solutions rather than externally imposed programs**
- **Working in adaptive and learning-oriented ways, recognising that complex social challenges require experimentation, collaboration and ongoing learning**
- **Focusing on systems change and long-term outcomes, not only short-term program delivery**

The Board plays an important role in stewarding this approach by balancing strong governance and accountability with openness to learning, partnership and evolving community priorities.

5. Key Responsibilities

A. Governance & Strategy

- Lead and shape the strategic direction of MPF in line with its vision, mission and values.
- Approve and monitor governance policies (e.g., risk, conflicts of interest, ethics).
- Support evidence-based impact evaluation and **learning frameworks that enable reflection, adaptation and continuous improvement.**

B. Financial & Legal Stewardship

- Ensure responsible financial oversight, approve budgets and monitor sustainability.
- Ensure compliance with ACNC standards, PBI obligations, and corporate law.
- Oversee risk management and protect organisational reputation.

C. Community & Sector Leadership

- Advocate for MPF's **place-based and community-led approach** within the philanthropic, education and community sectors.
- Represent MPF to stakeholders including donors, partners, community leaders and government.
- Provide community insight and lived experience of the Mornington Peninsula context.

D. Communications & Fundraising

- Support donor engagement and resource development strategies.
 - Act as an ambassador, articulating MPF's approach, impact and potential.
 - Contribute to public communications that elevate MPF's profile.
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6. Skills & Experience

Skills or experience in one or more of the following is required:

- **Understanding strategic and place-based approaches to philanthropy**
- **Experience working in complex, adaptive or emergent environments where strategy evolves through learning and collaboration**
- Fundraising and donor relations
- **Experience in the community foundation/community charity sector**

Skills and experience in one or more of the following is desirable:

- Previous governance, legal, financial or risk oversight experience
 - Social impact evaluation and measurement
 - Communications, stakeholder engagement, advocacy, brand, public relations, reputation and marketing
 - Subject matter expertise in areas MPF focuses on including systems change, education & learning, family support services, social inclusion and wellbeing, homelessness support
 - Lived experience of the issues MPF focuses on
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7. Attributes

Ideal candidates will:

- Live on, or have deep connection to, the Mornington Peninsula
- Be committed to MPF's vision and mission
- Demonstrate empathy, curiosity, ethical decision making and collaborative leadership
- Exhibit commitment to equity, community insight and evidence-informed change

- **Value listening to community voices and lived experience**
 - **Be comfortable working in evolving or emergent environments**
 - Be willing to contribute time, networks and strategic input
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8. Commitment Expected

- Attend 4 Board meetings annually, in person, with three in the CBD and one on the Peninsula
 - Attend an AGM on the Mornington Peninsula coinciding with one of the board meetings
 - Serve on at least one sub-committee meeting 4 times annually in person or online in the CBD
 - Prepare for meetings and engage in strategic discussions
 - Support key events and fundraising activities
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9. Legal & Fiduciary Duties

Under the Corporations Act 2001 (Cth), ACNC Governance Standards and relevant taxation law, Directors must:

1. Act with reasonable care and diligence.
 2. Act in good faith in the best interests of MPF and for a proper purpose.
 3. Not improperly use position or information.
 4. Disclose and manage conflicts of interest.
 5. Ensure MPF remains solvent and does not trade while insolvent.
 6. Ensure compliance with ACNC, ATO and other regulatory obligations.
 7. Ensure MPF operates solely in furtherance of its charitable purpose and maintains its PBI and DGR endorsement.
 8. Ensure responsible stewardship of charitable funds and assets.
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10. Board Diversity & Experience

MPF is committed to building a Board that reflects the diversity of the communities we serve. We welcome expressions of interest from individuals with lived experience, community leadership, and experience in place-based or systems-change initiatives, as well as those with traditional governance or professional backgrounds.

We recognise that valuable governance perspectives can come from community, social sector, philanthropic, business and lived-experience pathways, and we encourage candidates who share our commitment to community-led change and long-term impact to consider this opportunity.