



Brief for the roles of

Independent Chair & Independent Director

Morton Philips



About PEER

PEER is one of South Australia's leading apprenticeship, employment and training organisations, helping build skilled workforces across the construction, defence and emerging industry sectors. As both a Group Training Organisation and Registered Training Organisation, PEER connects apprentices and trainees with employers while delivering nationally recognised trade training, short courses and career pathway programs.

PEER works closely with industry, government and community partners to create meaningful employment opportunities and develop future talent. Through its strong focus on safety, skills development, diversity and workforce capability, PEER plays an important role in supporting South Australia's economic growth and helping individuals build rewarding, long-term careers.

In line with PEER's Constitution and Board requirements, PEER Board meetings are held bi-monthly with six (6) meetings scheduled per year. Directors are expected to attend scheduled Board meetings, participate in relevant committee work or special purpose activities, prepare for meetings, remain available for occasional consultation and comply with PEER's governance policies, including confidentiality, conflict of interest and director conduct requirements.

Tenure is subject to PEER's constitution and re-election every three (3) years.

Discover more about PEER: <https://peer.com.au/>

Position Description: Independent Chair

Introduction

The Independent Board Chair role is a critical governance appointment, providing strategic leadership to the Board and ensuring PEER maintains strong governance, accountability and alignment with its purpose, values and long-term objectives.

Working closely with Directors, the CEO and Executive Team, the Chair facilitates constructive and inclusive discussion, encourages diverse perspectives and maintains a clear distinction between governance and management.

The role oversees matters including strategic direction, financial sustainability, risk management, regulatory compliance, workforce development and organisational performance.

The successful candidate will bring significant governance, executive or board leadership experience, sound judgement, commercial acumen and independence of thought. They will foster a respectful, inclusive and high-performing Board culture while demonstrating a strong commitment to PEER's values of being Respectful, Connected, Brave and Committed, and supporting its purpose of building careers through quality apprenticeships, traineeships, employment and education.

Key Relationships

Internal

- Board Directors (Independent, Employer and Employee Directors)
- Chief Executive Officer (CEO)
- Executive Leadership Team
- Board Committees and Working Groups
- Nominations and Governance Committees

External

- Industry partners and host employers
- Government and regulatory stakeholders
- Education and training sector representatives
- Employer and employee industry associations
- Defence, construction and renewable energy stakeholders
- Professional advisers and governance networks
- Community and workforce development stakeholders



Position Description: Independent Director

Introduction

The Independent Board Director provides independent judgement, strategic insight and specialist expertise to support the Board's governance and oversight of PEER. The role contributes to effective decision making, risk oversight, financial stewardship and long-term organisational sustainability while ensuring the Board maintains an appropriate balance of skills, experience and independence.

Working collaboratively with fellow Directors, the CEO and Executive Team, the Independent Board Director contributes to Board discussions, committee activities and governance initiatives, while maintaining a clear distinction between governance and management.

The role requires the ability to constructively challenge, assess strategic opportunities and risks, and provide oversight across areas such as finance, audit and risk, cyber security, technology, digital transformation and compliance.

The successful candidate will demonstrate strong governance capability, commercial acumen, integrity and independence, together with a commitment to PEER's values of being Respectful, Connected, Brave and Committed. They will support PEER's purpose of building skilled employment pathways and workforce capability through apprenticeships, traineeships, employment and education.

Key Relationships

- *Internal*
 - Chair of the Board
 - Board Directors (Independent, Employer and Employee Directors)
 - Chief Executive Officer (CEO)
 - Executive Leadership Team
 - Board Committees and Working Groups
- *External*
 - Industry partners and host employers
 - Government and regulatory stakeholders
 - Education and training sector representatives
 - Technology, cyber security and professional advisers
 - Community, workforce development and not-for-profit sector stakeholders
 - Allied industry, defence and renewable energy partners.



Selection Criteria

Independent Chair

Position Requirements

- Chairing six bi-monthly Board meetings
- Encouraging inclusive debate, ensuring accountability and clear decisions, and maintaining the boundary between governance and management.
- Oversee strategy, financial performance, risk, audit, compliance, culture, succession and Board capability, while maintaining a constructive relationship with the CEO.
- The two year appointment , with eligibility for reappointment, is subject to meeting the independent directly type, availability, declared interests and governance due diligence.

Desirable Candidate Profile

- Experienced, independent governance leader with senior executive, Board or committee-chair experience.
- Sound judgement, integrity, curiosity and commercial acumen.
- Ask constructive questions and encourage diverse perspectives without becoming operational.
- Strong knowledge of fiduciary duties, regulatory oversight, safety and quality assurance.
- The candidate must be free from material conflicts, act in PEER's best interests.

Independent Director

Desirable Experience

- Board, committee or senior executive experience in finance, audit and risk, technology, cyber security, digital transformation, or information management.
- Understanding of cyber resilience, incident response, technology procurement, systems implementation, information security frameworks or managed service provider oversight.
- Experience contributing to audit and risk committees, technology steering groups, transformation programs, capital investment decisions or enterprise systems governance.
- Experience in a regulated, not-for-profit, education, employment, government, community or related field.
- AICD qualification, equivalent governance education, or demonstrated commitment to director development.
- Networks or credibility across South Australian industry, government, education, training, technology, finance, defence or workforce development sectors.



About Morton Philips Executive Search

Morton Philips is a specialist executive search and talent advisory firm that helps organisations secure exceptional leaders and critical talent. Since 2007, we have partnered with boards, CEOs and executives to deliver high-impact appointments that strengthen leadership and organisational performance.

With a boutique, partner-led model, we provide Executive Search, Talent Solutions and Human Resource Consultancy tailored to each client's needs, culture and goals.

Our research-led, proactive approach combines market mapping, industry networks and targeted engagement to identify high-calibre talent beyond the visible market.

Trusted by corporate, government and NFP clients, we connect organisations with leaders who drive strategy, transformation and long-term value.

How to apply

Applications can be made in Word format directly through SEEK.

Applications for this position should include:

- An up to date CV detailing your employment history, educational qualifications and contact details.
- A summary / cover letter relating your experience and achievements to the criteria outlined in this briefing document.

Following is an outline of the recruitment process:

Contact Initiated	Candidates submit applications.
Shortlisting	Shortlist created and initial interviews scheduled with shortlisted candidates.
Panel Interviews	Selected candidates scheduled for panel interviews.
Psychometric Assessments	Prospective candidates may be requested to do a psychometric test.
Reference Checks	Reference checks conducted for the successful candidate.
Offer	Offer made to successful candidate and unsuccessful candidates notified.

Confidentiality

Please be assured that confidentiality is maintained across the entire process. Confidential enquiries can be directed to Tara Hancock or Phil Morton via phone (08) 8210 8510 or email operations@mortonphilips.com.au

Assignment Team



Phil Morton
Managing Director



Tara Hancock
Senior Consultant



Rachel Farrell
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