

## **Save Our SBS Committee Member Position Description**

[Save Our SBS Inc](#) is a not-for-profit, incorporated association. We are members of the public who appreciate the unique and important role which SBS plays that has reflected and enriched Australia's multicultural society. We care passionately about SBS.

Save Our SBS is managed under the direction of a Committee. The Committee may exercise all the powers of the Association except those powers that the Rules or the relevant Act requires to be exercised by general meetings of the members of the Association. As a voluntary organisation with no paid staff the Committee maintains an overview of policy and strategic direction as well as being involved in day-to-day operations including advocacy, lobbying, partnerships, community debate, internal and external communication, finances and governance.

The Committee consists of a President, Vice President, Secretary and Treasurer (the Office Bearers), and up to four Ordinary Members, with provision for other positions.

### **Accountability & Legal Responsibilities**

- To ensure Save Our SBS complies with its constitution, the [Save Our SBS Inc Rules 2013 \(as amended 2016\)](#), noting that Save Our SBS is established under the [Associations Incorporation Reform Act 2012](#) adhering to the [Associations Incorporation Reform Regulations 2012](#) and as a [Registrable Australian Body](#).
- Rule 2 of the constitution are the Purposes (colloquially referred to as the Charter) of Save Our SBS.
- The role and powers of the Committee are at Rule 42.
- The general duties of the Committee are at Rule 45.

### **Vision and Leadership**

- Commitment to the vision, mission and values of the Association as determined by Save Our SBS.
- To participate in discussion that may lead to the strategic direction and advice on matters of the Association and in relation to SBS.
- To keep informed of the activities of Save Our SBS and the wider issues affecting SBS and the public broadcasting sector including multiculturalism and the Arts.
- To ensure the output of SBS is monitored and evaluated.

### **Qualities and Skills of Committee Members**

- Commitment to be actively involved in tasks as they arise and adapt accordingly.
- Understanding of, and commitment to, the Association's Purposes, mission & values.
- Good communication and interpersonal skills.
- Impartiality and fairness.
- Ability to respect confidences.
- Attend Committee meetings and read the background material provided.

### **Time Commitment Required**

The term of office for a Committee member is at Rule 55 and ranges from one to three years. For an Ordinary Member of the Committee the term is until the next Annual General Meeting of members.

The time required is highly variable depending on circumstances often outside the control of the Association, e.g., political, SBS, members, media, etc. There may be long periods of little or no activity and at other times a few hours per week may be needed. The Committee generally meets every two months. Outside formal Committee meetings, the Committee communicates via group email and phone as required. At times, different Committee members may be working on different projects that come together later and followed through at Committee or other meetings. More experienced Committee members meet with SBS management, Chairman or Board, and politicians and advisors.

*This document is a work in progress.*