BOARD GOVERNANCE

Position description: Director

New Horizons Tasmania | Voluntary position

Position detail	Description
Function	Provide governance and strategic leadership, oversee organisational performance and ensure New Horizons Tasmania meets its legal, ethical and community responsibilities.
Accountable to	The Board of New Horizons Tasmania and, for elected directors, the members of the organisation.
Term	Three years for elected directors, in accordance with the New Horizons Tasmania Constitution.
Time commitment	Approximately 4–12 hours per month, including Board and committee meetings, preparation, training and other Board-related activities.
Remuneration	Voluntary position.

About New Horizons Tasmania

Established in 1986, New Horizons Tasmania (NHT) creates inclusive sport, recreation and social opportunities for people with disability across Tasmania. NHT is committed to building communities where everyone feels welcome, valued and able to participate. Inclusion, respect and opportunity are at the heart of our purpose.

Role of the Board

NHT is a not-for-profit organisation supported by a statewide staff (11 FTE currently) and volunteer team. The Board provides governance and strategic oversight, monitors organisational performance and ensures NHT meets its legal, ethical, financial and social responsibilities.

Collective responsibility The Board acts collectively. Individual directors contribute independent judgement and constructive challenge, then support decisions properly made by the Board.

Selection and appointment

Candidates are considered against the Board Skills Matrix, the Director position requirements and the collective needs of the Board. NHT seeks a balanced mix of skills, experience, perspectives, lived experience and regional representation.

Directors are expected to commit sufficient time to Board and committee meetings, preparation, professional development and other Board-related activities. The Board generally meets six times each year. Directors may also be asked to contribute to committees, strategic discussions and organisational events.

Responsibilities

Directors are responsible for contributing to effective governance and the long-term success of NHT, including the responsibilities below.

Strategy, performance and stewardship

- Uphold and advance NHT's purpose, values, vision and strategic direction.
- Approve and monitor strategic plans, priorities, budgets and organisational performance.
- Exercise oversight of financial sustainability, risk management, compliance and organisational capability.
- Monitor outcomes and impact against agreed financial, operational and social-performance indicators.
- Consider the interests of members, participants, families, volunteers, staff, partners and the broader community.

Chief Executive Officer oversight

- Appoint, support, monitor and review the performance of the Chief Executive Officer.
- Maintain a clear distinction between the Board's governance role and the Chief Executive Officer's operational responsibilities.
- Provide constructive guidance while holding the Chief Executive Officer accountable for agreed outcomes.

Individual director conduct

- Act honestly, in good faith and in the best interests of NHT, with appropriate care and diligence.
- Prepare for and participate actively in Board and committee meetings.
- Provide independent judgement, respectful challenge and evidence-informed advice.
- Disclose and appropriately manage actual, potential or perceived conflicts of interest.
- Maintain confidentiality and comply with privacy, safeguarding and information-security obligations.
- Support decisions of the Board once made and communicate externally on behalf of NHT only when authorised.
- Maintain productive, respectful and collegial relationships with fellow directors, the Chief Executive Officer and stakeholders.

Stakeholder and community leadership

- Promote NHT's purpose and reputation through appropriate community and stakeholder engagement.
- Build and maintain trusted relationships across disability, sport, recreation, education, government, community and commercial sectors.
- Champion inclusion, accessibility, child safety and the safety of people with disability and other vulnerable people.

Personal attributes and skills

Essential requirements

- A commitment to NHT's purpose and an understanding of its role within the not-for-profit disability, sport and recreation sectors.
- Integrity, sound judgement, credibility, compassion, respect and collegiality.
- An understanding of how to create and maintain an environment that is safe for people with disability, children and other vulnerable people.
- The capacity to understand governance information, contribute strategically and make decisions in the best interests of NHT.
- Willingness to comply with the NHT Constitution, Board Code of Conduct and relevant organisational policies.
- A current Working with Vulnerable People Registration (Tasmania), or the ability to obtain and maintain one.
- Sufficient time and commitment to fulfil the responsibilities of the role.

Desirable experience

Candidates may bring strength in one or more of the following areas. They are not expected to meet every criterion.

Capability	Relevant experience
Brand, marketing and sponsorship	Strategic marketing, communications, brand development, audience engagement, partnerships, fundraising or sponsorship.
Community sport and participation	Grassroots sport, recreation, clubs, volunteers, participation pathways and regional communities.
Disability and inclusion	Disability-sector knowledge, inclusive practice, advocacy, service-system experience or lived experience of disability.
Education	Experience within the education system and an understanding of schools, student engagement, inclusive education, child-safe practices and safeguarding responsibilities.

Compliance and declarations

- Directors must disclose relevant interests and promptly advise of any change that may affect their eligibility or ability to perform the role.
- Directors must complete required inductions, training, declarations and policy acknowledgements.
- Continuation in the role remains subject to the NHT Constitution, applicable law and organisational governance requirements.

Document owner: NHT Board | Review: As required or following a material governance change