



**Willetton Basketball Association (Inc) (WBA)** is a Centre of Excellence for basketball and a facilitator for other sporting and recreational activities operating in a not-for-profit environment. As an Affiliated Association of Basketball Western Australia (BWA), WBA's purpose is to engage the community through basketball and proficiently manage the Willetton Stadium for the benefit of the whole community. Governed by a highly dedicated Board of Directors and enthusiastic and passionate CEO and management team,

WBA is seeking to directly appoint two (2) new Board members to strengthen their team.

It is an exciting time to be joining the Board with the recent completion of the expanded Willetton Stadium and 3-year strategic plan. The Board is seeking interest from individuals **within and outside** the Association who are interested in being actively involved in contributing to the next phase of WBA's powerful and positive impact on the community.

We are seeking nominations from individuals who will complement and strengthen the skills and knowledge base of the existing Board. Generally speaking, we are looking for individuals who can demonstrate:

- critical thinking, strategic leadership qualities and management skills in delivering results in comparable roles;
- an understanding of and experience in participating in modern-day not-for-profit governance structures and processes;
- an ability to engage and collaborate with all stakeholders within a not-for-profit organisation, including volunteers;
- outstanding communication and people management skills; and
- a real alignment to WBA's vision, values and purpose.

More specifically, the Board is seeking individuals who have skills in the following two key areas:

- **Communications and Marketing;** and
- **Financial Management.**

It is the intention of the Board to appoint one Board Member to address each skill separately (i.e. two in total, one for communications and marketing and one for financial management). Below we have listed some of the expected key duties for each of the roles:

#### *Communications and Marketing*

- Provide advice and guidance to the Board, CEO and staff on stakeholder communication strategy and implementation;
- Provide advice and guidance to the CEO on internal communications channels and activities;

- Provide advice and guidance in relation to communications initiatives and strategy, providing leadership and guidance to staff; and
- Provide input towards the marketing strategy, including social media, providing leadership and guidance to staff.

### *Financial Management*

- Provide advice and guidance on the development and implementation of financial management policies and procedures;
- The assessment and oversight of an annual budget in consultation with the CEO and Operations Manager;
- Comment on monthly financial reports, providing commentary on year to date results against the budget including analysis comparing actual financial performance against predicted financial performance; and
- Oversee financial modelling developed to support the Association's decision-making processes.

Previous Board or Committee experience would be viewed favourably but is not essential.

Directors will be appointed to a 12-month term and each position is voluntary. Whilst there is no remuneration for our Board of Directors, reasonable expenses will be reimbursed.

Meetings are held outside business hours, on the fourth Wednesday of each month, and generally last for three hours.

WBA remains committed to creating a diverse and inclusive environment. All applications will receive equal and unbiased consideration.

If you are interested in nominating, please submit a cover letter of no more than 2 pages, outlining which role you are nominating for and how you feel you can contribute to the WBA Board whilst living and breathing our values of welcoming, safe and inclusive, as well as a recent CV by Saturday, 7th of November 2020 to [board.chair@willeттontigers.com.au](mailto:board.chair@willeттontigers.com.au). Please also use this email address to ask any questions you may have in considering your nomination.