

## Position Description - Director

**TITLE OF POSITION:** Director

**DATE UPDATED:** 2020

### PRINCIPAL PURPOSE OF ROLE

To govern New Zealand Rowing Association Incorporated and to advance and protect the long-term interests of rowing throughout New Zealand.

To act honestly, in good faith and in the best interests of the organisation and in so doing, to support the organisation in fulfilling its purpose and discharging its accountabilities.

### PRIMARY DUTIES

Together with the board members, the director will:

- Employ and manage the Chief Executive;
- Set the strategic direction and priorities for the organisation;
- Set policy and management performance expectations;
- Characterise and manage risks; and
- Monitor and evaluate organisational achievements.

Each director shall apply the level of skill and judgment that may reasonably be expected of a person with his or her knowledge and experience. Directors with special skill and knowledge are expected to apply that skill and knowledge to matters that come before the board.

### SCOPE OF POSITION

The director is a fully accountable member of the board.

### APPOINTMENT & TENURE

The director is elected for a period of three years.

### TIME COMMITMENT

An estimated commitment of six meetings per year, plus attendance at least two weekends a year.

### CONFLICT OF INTEREST

The director should be free of any conflicts of interest.

## PERSONAL ABILITIES & SKILLS

The director should ideally also have the following abilities:

### General:

- To see the big picture and the implications and impact on issues in the broader sense;
- To make sensible, astute recommendations and business decisions;
- To interpret both factual and conceptual information and make sound judgements based on that information;
- To contribute to the creation and not merely the preservation of stakeholder value; and to be able to distinguish between the separate but complementary roles of governance and management.

### Strategic:

- To understand the position of the organisation in the sector and its relationship to key stakeholders;
- To ensure that strategies are adopted that will deliver the organisation's vision and purpose;
- To look beyond the short-term and ensure that the board adopts a longer-term, stewardship approach.

### Analytical:

- To interpret financial statements and statistical information and the significance and meaning of appropriate performance indicators;
- To question and probe information, assumptions and assertions in a quest for improved understanding and better decision-making;
- To remain objective and measured under pressure.

### Social:

- To participate actively and harmoniously, respecting and valuing the contributions of others and contributing to effective teamwork;
- To articulate a point of view in a coherent and persuasive manner without dominating the board's proceedings;
- The strength of character to maintain an independent point of view when others disagree.

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