

# ABA Board of Directors Information Sheet



**Australian  
Breastfeeding  
Association**

## ***The role of the Board is to:***

- set ABA's strategic direction, including developing and monitoring the Strategic Plan
- ensure the long term organisational and financial stability and strength of ABA
- provide governance and leadership within a framework of prudent and effective controls that enable risk to be assessed and managed
- ensure that the Association has appropriate corporate governance in place including standards of ethical behaviour and a culture of corporate and social responsibility
- monitor compliance with legal, constitutional and ethical standards
- approve the annual budget and monitor financial performance and objectives
- appoint (and if necessary, remove from office), set employment conditions for and review the performance of the executive leader
- ratify the appointment (and if necessary, the removal) of the Company Secretary
- provide regular reports and feedback to members.

## ***The responsibilities of a Board director are to:***

- recruit, supervise, retain, evaluate and compensate the executive leader
- provide a strategic direction, including vision, mission and goals for the organisation
- establish and maintain a policy-based governance system
- govern the organisation and the relationship with the executive leader
- protect the organisation's assets and members' investment (fiduciary duty).

## **In discharging these responsibilities, each director is bound by:**

- The Australian Charities and Not for Profits Commission Act 2012
- The Corporations Act 2001
- The ABA Constitution
- The ABA Director's Position Description
- The ABA Code of Ethics
- The ABA Board Charter
- All ABA policies and procedures.

## **Directors must:**

- not hold paid positions within the organisation while acting as a director
- have an Australian director identification number. It is the responsibility of each director to ensure they have this number prior to nominating for the position of director.
- sign the declaration that they are not disqualified under [Standard 4](#) of the ACNC requirements.

## ***Prior to nominating as an elected director or putting in an expression of interest in an appointed position:***

- Read the position description paying particular attention to *Requirements of the role*. Available at <https://www.breastfeeding.asn.au/pd/director>.
- Contact the ABA President ([cate.uhe@breastfeeding.asn.au](mailto:cate.uhe@breastfeeding.asn.au)) prior to nominating to discuss and clarify requirements and expectations of a board director.
- If nominating for an elected director position, complete form titled Nominations for Elected Directors including addressing requirements in the section titled Information to be provided to the Honorary Secretary with the nomination. If more nominations are received than elected positions available, an election will be called and nominees notified.
- If making an expression of interest for an appointed director position, submit a CV and covering letter addressing the criteria and expressing reasons for interest in the role. Short listed candidates will be contacted for interview.