

Position Description



Position Title: Board Member

Location: All Sites

About Barkuma

Barkuma is a not-for profit organisation that provides a range of services to assist people with disability. For over 50 years, Barkuma has provided an environment of self-determination that opens up a lifetime of limitless learning and opportunity. Together, we establish the capacity and confidence to transition out of high school and continue to build a lifetime of independence that makes quality employment and accommodation outcomes possible.

Mission: To partner with the community to deliver support and services designed to improve the lives of people with a disability.

Vision: Be the provider of choice for people with a disability.

Barkuma Values

Rights	We listen and support the aspirations of our people, clients and staff.
Inclusion	We believe everyone has a valued contribution to make and the right to feel safe in all environments.
Collaboration and partnerships are the keys to achieving great outcomes	We encourage others, look for win-wins, and celebrate our success and that of others.
With, not for	We aim to develop capability, not create dependence.
Impact	We believe in accountability, doing what we say, and getting things done. We set goals, make plans and meet deadlines.
Learning	We are always learning and are well-placed to meet the challenges of tomorrow.

About the Role

As a Board Member, you will help shape the future of Barkuma by providing strategic direction, performance oversight, and governance leadership. Working collaboratively with fellow Board members and the executive team, you will contribute to the long-term sustainability and success of the organisation while acting as a custodian of Barkuma's values, culture, and purpose.

Board Members are expected to actively participate in Board discussions, contribute to informed decision-making, and support effective governance practices that ensure Barkuma continues to deliver high-quality outcomes for people with disability.

Key Competencies

- Knowledge of a Board Member's responsibilities – an understanding of the legal, ethical, fiduciary, and financial responsibilities of a Board Member.
- Strategic capacity – the ability to review strategy through constructive questioning and contribution, supporting effective Board decision-making.
- Financial literacy – the ability to interpret financial information and monitor organisational performance and sustainability.
- Compliance – understanding of governance and compliance obligations relevant to employers,

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registered charities, NDIS providers and government funded organisations.

- Risk management – experience in identifying, assessing, and overseeing major organisational risks.
- People leadership and change – understanding of contemporary leadership, workforce engagement, branding, and stakeholder communication.
- Industry knowledge – understanding of sectors relevant to disability services, community services, and the not-for-profit environment.
- Organisational values and culture – commitment to promoting and monitoring a positive organisational culture aligned with Barkuma's values and purpose.

Personal Attributes

- Integrity – acting ethically, independently, and in the best interests of Barkuma.
- Collaborative, curious, and courageous – willing to ask questions, challenge constructively, and engage respectfully in robust discussions.
- Emotional intelligence – strong interpersonal skills, self-awareness, active listening, and the ability to communicate respectfully and effectively.
- Commercial judgement – sound business acumen, strategic thinking, and innovative problem-solving.
- Active contributor – willingness to commit the necessary time and energy to Board and committee responsibilities, with a genuine interest in Barkuma's mission and success.

Time Commitment and Remuneration

Barkuma's Board generally comprises nine Board members in accordance with the organisation's Constitution. The Board typically meets at least eleven times per year, with most meetings commencing at approximately 4:30 pm and lasting between one and two hours. Board members are also expected to serve on at least one Board subcommittee, which generally meets bi-monthly.

Board papers are distributed in advance, and Board members are expected to allocate sufficient time to review materials and prepare for meetings.

This is a remunerated position, with Board members receiving fees in accordance with Barkuma's Board remuneration framework.

Additional Information

Barkuma is committed to building a diverse and inclusive Board that reflects the communities we serve. We strongly encourage applications from people with disability, family members, carers, advocates, and individuals with lived experience of disability.

We value diversity of thought, background, experience, age, gender, culture, and perspective. Board Members who can bring an understanding of the opportunities and challenges experienced by people with disability will help strengthen the Board's decision-making and ensure Barkuma remains focused on its purpose of partnering with people on the journey to their best life.

Previous Board experience is welcome but not essential. Barkuma is committed to supporting Board Members to develop their governance knowledge and capabilities through ongoing professional development and induction opportunities.

Qualifications, Certification

AICD *Company Directors Course* – Desirable

Review

Review of Board member performance annually.

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I confirm that I have read, understood, and agree to comply with the scope and duties of Role Description.

Name (insert here) _____

Signed _____ Date ____ / ____ / ____

HR Use Only: Amendment Record

Version Number	Amendment	Amended by	Date