



Are you passionate about EMPOWERING women?

- **Board member position – volunteer**
- **NFP Sector**
- **Qualifications in finance, risk and governance or marketing**
- **Focus on empowering women, champion gender equity**
- **Advocating for and advancing the status of women and girls**

Who we are

NCJWA was founded in 1927 by Dr Fanny Reading to provide a voice and representation for Jewish women in Australia, setting a model of leadership and activism.

NCJWA Vic continues her legacy today by empowering women, championing gender equity, and fostering community relationships, all with the vision of enabling every woman to achieve her full potential.

We pursue our vision by providing **programs that empower women across the lifecycle** and undertaking **advocacy** work that takes a stand where needed to be the voice for Jewish women in Victoria. All the programs we run at NCJWA Vic are created to meet an unmet need and to empower and enrich women's lives. Our programs include Caring Mums: which provides emotional support to pregnant women and new mothers, the Jam Project: a mentor-based leadership program for Year 9 young women and Connect: a suite of programs for mature people

Our advocacy work serves as a key pillar of the organisation and we have made significant strides in recent years. Our #MakeSpaceForHer campaign was created to ensure women are represented equally in leadership positions– on Boards, panels and as speakers – within the Jewish community. A key component of the

NATIONAL COUNCIL OF JEWISH WOMEN OF AUSTRALIA (VIC) INC

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campaign was the launch of our Gender Equality Pledge which 58 community organisations have now signed on to. Leading on from that we launched our Jewish Women's Directory this year and the #MakeSpaceForHer Accountability Report. These initiatives not only provide crucial support and resources but also foster collaboration, transparency, and demonstrate our commitment to gender equity within communal organisations.

Read more about all our programs and advocacy work on our website ncjwavic.org.au.

Position purpose

The NCJWA Vic Board (the Board) provides leadership and support to the organisation. It is responsible for ensuring that NCJWA Vic fulfills its purpose and objectives and in doing so, meets all the legal and moral responsibilities and requirements consistent with 'best practice' corporate governance.

A member of the Board is expected to know the organisation's mission, policies, programs, and needs.

The roles and responsibilities of a member of the Board include:

Leadership and oversight

- Be responsible for the general performance, good governance and integrity of NCJWA Vic by laying solid foundations for management and oversight
- Select and evaluate the performance of the CEO
- Work with other members of the Board to ensure the provision of leadership and strategic direction to the CEO
- Serve on at least one Board sub-committee and be prepared to take on special assignments
- Assist the Board Chair and CEO to identify and recruit other Board members

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- Thoroughly read and understand the financial statements of NCJWA Vic and approve the annual budget, audit reports, and all material business decisions
- Meet all the legal responsibilities and duties of a Board member
- As a part of the Board's deliberations, regularly monitor and evaluate the performance and effectiveness of outcomes of NCJWA Vic's activities including assessment of risk
- Review Board papers, supporting materials and Board agenda prior to Board and committee meetings and actively participate in and contribute to all Board and committee meetings
- Represent NCJWA Vic to stakeholders and be an ambassador of the organisation
- Commit to NCJWA Vic values that reflect the community it serves and agree to be bound by the NCJWA Vic Code of Conduct

Fundraising and Development

- Serve as an active advocate and ambassador for NCJWA Vic and fully engage in identifying and securing the financial resources and partnerships necessary for NCJWA Vic to advance its mission
- Leverage connections, networks and resources to develop collective action to fully achieve the mission of NCJWA Vic
- Give a meaningful personal financial donation including membership of the Circle of Women
- Help identify personal connections that can benefit NCJWA Vic fundraising and reputational standing

Board Participation

- Prepare for, attend and conscientiously participate in all Board meetings
- Commit to a term as set out in the [Rules](#) of the organisation with an eligibility for re-appointment for an additional term.
- Attend NCJWA Vic events to provide support to the organisation where possible

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- Respond promptly to all communication
- Work co-operatively with other Board Members
- Maintain confidentiality about all internal matters of NCJWA Vic.
- Maintain sound working relationships with stakeholders

Position requirements

NCJWA Vic is looking for passionate individuals who value the mission and work of the organisation and demonstrates a commitment to the advancement of women. Our Board members have achieved leadership stature in business, government, philanthropy and the not-for-profit sector.

The ideal candidate will have the following qualifications and attributes:

- Qualifications in finance, risk and governance or marketing
- Professional experience ideally with executive leadership accomplishments in her sector
- Natural abilities for cultivating relationships and ability to engage with diverse individuals
- Passionate about the organisation's work and mission and shares its values
- Be of good character and well regarded in the community
- Financial membership of NCJWA Vic
- A valid police check and working with children check
- Previous board experience is valued but not essential

NCJWA Vic strives to be an inclusive and safe organisation that promotes diversity and actively supports inclusion. We encourage people from all background to apply.

For further information about this position, please view the [position description](#) or contact Board Secretary, Sally Davis at sally.davis@ncjwavic.org.au.

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