



Position description – Trustee, Aktive- Auckland Sport & Recreation

Principal purpose of role
<p>To govern Aktive and to advance and protect the long-term interests of the organisation throughout the Auckland region</p> <p>To act honestly, in good faith and in the best interests of Aktive and in so doing, to support the organisation in fulfilling its mission and discharging its accountabilities.</p>
Primary duties
<p>In concert with the rest of the board, the trustee will:</p> <ul style="list-style-type: none">• Employ and manage the Chief Executive;• Set the strategic direction and priorities for Aktive;• Set policy and management performance expectations;• Characterise and manage risks; and• Monitor and evaluate organisational achievements. <p>Each trustee shall apply the level of skill and judgment that may reasonably be expected of a person with his or her knowledge and experience. Trustees with special skill and knowledge are expected to apply that skill and knowledge to matters that come before the board.</p>
Scope of the position
<p>The trustee is a fully accountable member of the board.</p>
Appointment and tenure
<p>Subject to satisfactory performance trustees may serve for a maximum of three terms of three years. It is noted that for the inaugural board the appointment committee may choose to stagger the terms of service.</p>
Time commitment
<p>A commitment of two days per month is estimated, together with an annual strategic retreat. Trustees should also attend events and view the delivery of programmes and services. Trustees may be asked to lend influence and facilitate introductions as appropriate.</p>
Conflict of interest
<p>The trustee must be free of significant conflicts of interest and declare any matters that may impact on performance as a trustee.</p> <p>Specifically trustees of Aktive may not also be a board member, trustee or employee of Sport New Zealand, any Auckland regional sports trust or the Auckland Council or one of its local boards. Involvement with any other organisation or body with which Aktive will or might engage with must be declared on application.</p>
Commitment to performance
<p>Aktive aspires to set the highest standard in governance. Consequently the Trust Deed stipulates formal assessment for the board and for the individual trustees in alternate years. Trustees will be asked to sign a letter of commitment recording their understanding of the terms and conditions of the appointment.</p>

AKTIVE



Personal skill and attributes.

The trustee should ideally 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 its markets and its relationship to key stakeholders;
- To ensure that strategies and business plans are adopted that will deliver the organisation's vision and mission; and
- To look beyond the short-term and ensure that the board adopts a longer-term, stewardship approach.

The sector (one or more of the following)

- Knowledge of and/or experience in sport and recreation in the Auckland region
- Knowledge of and/or experience in the health sector
- Knowledge of and/or experience in the education sector
- Knowledge of and/or experience in local government

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; and
- 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; and
- To advocate as required on behalf of Aktive and the sector in general.