



POSITION DESCRIPTION – BOARD MEMBER, SWIMMING NEW ZEALAND

Our Vision: To inspire enjoyment, excellence and pride in swimming by all New Zealanders

Date Created: 9 July 2015

Reports to: Chair

Purpose of the Board:

The role of the Board is to:

- approve and monitor the strategic direction and operating performance of Swimming New Zealand (Swimming NZ).
- Act in the best interests of swimming in general and Swimming NZ in particular at all times and to provide good governance to Swimming NZ

Scope of Position

The Board Member is a fully accountable member of the Board and is expected to exercise the powers and perform the duties of the Board as set out in Rule 13 of the [Constitution of Swimming NZ](#) and elaborated upon in the [Swimming NZ Board Charter and Code of Conduct](#).

Key Responsibilities (to be read in conjunction with Rule 13 of the Swimming NZ Constitution and Board Charter and Code of Conduct)

In conjunction with the rest of the Board, the Board Member will:

- Appoint, monitor and review the performance of the CEO
- Actively participate with 'the Sport' to implement the [2014-2020 Whole of Sport Plan](#)

Appointment and Tenure

Board terms are limited to 3 (consecutive or non-consecutive) terms of up to 3 years each. These positions have no remuneration attached to them. Refer also to Rule 12.8 of the Swimming NZ Constitution that explains the terms of office for a Board Member and the Appointment Panels allocation of such terms

Time Commitment

The Board is required to meet no less than five times each year.

Conflicts of Interest

The Board Member should be free of any conflict of interest.

Personal Attributes and Skills

The Board Member 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 hold all the interconnecting components of strategy and planning together and to develop and drive a cohesive work programme to achieve Swimming NZ's Vision and Purpose
- To understand the position of Swimming NZ in its market and its relationship to key stakeholders
- To look beyond the short-term and ensure that the Board adopts a longer-term, stewardship approach.

The Sport:

- Knowledge of, experience in and/or empathy for the sport of swimming and the commitment to have the growth and performance of competitive swimming at the core of all the work of the Board.

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.