



EXPRESSION OF INTEREST

EXECUTIVE MEMBER ON QADA'S BOARD OF DIRECTORS VOLUNTARY POSITION – TREASURER

Expressions of interest are sought from professional representatives with accountancy qualifications to take up the position of Treasurer on QADA's Board of Directors.

QADA is an independent statewide not-for-profit advocacy organisation, funded by the government to provide information, education, support and representation to enable people to better understand and exercise their rights and responsibilities.

QADA's Board of Directors consist of a Chairperson, Deputy Chairperson, Secretary, Treasurer, and four Directors. All Directors are appointed on a voluntary basis, and receive no remuneration.

The Board of Director's purpose is to ensure that the service achieves what it should as set out in the objectives, and to ensure avoidance of unacceptable actions and situations. The role of the Board of Directors, answerable to its membership, is to define, delegate and monitor expectations placed on the organisation and the Chief Executive Officer in relation, but not limited to, strategic planning, policy development, service compliance and risk management and audit. In addition, the Board of Directors provide or source specialist support as required, to evaluate and support the Chief Executive Officer.

The position of Treasurer involves the monitoring and review of financial documents, as well as participation as a member of the Board's Executive Management. This position also chairs the Finance, Audit and Compliance Sub-Committee which is responsible for establishing systems and processes to ensure the compliance with QADA rules and regulations, financial policy compliance and general compliance requirements. The Treasurer role does not involve the preparation of financial documents.

The successful applicant will be provided with a full induction (including issuing of a comprehensive governance manual) to their role on the QADA Board of Directors.

Expressions of interest can be emailed to info@qada.org.au, or further information can be obtained by telephoning (07) 3637 6000.