



## GOULBURN RIVER VALLEY TOURISM LTD

### INDEPENDENT CHAIR

#### Position Statement

*Introduction:*

Goulburn River Valley Tourism Ltd is the independent peak tourism body for the region encompassing the Greater Shepparton, Mitchell, Murrindindi and Strathbogie local government areas.

Through a Memorandum of Understanding that provides its core funding, the four municipalities have charged Goulburn River Valley Tourism with the delivery of a number of specific strategic functions including:

- Marketing
- Development
  - industry
  - product
  - skills
  - investment
- Engagement

Importantly, Goulburn River Valley Tourism has the responsibility to act as an independent voice and advocate for the regional tourism industry in the 'Heart of Victoria'.

Having had its genesis through the 'United Approach to Tourism' Study commissioned in 2009, Goulburn River Valley Tourism was formally registered as a company limited by guarantee in March 2011.

The Board of Directors is responsible for the governance and successful operation of Goulburn River Valley Tourism and for supporting and promoting its strategic development and growth.

Further information about Goulburn River Valley Tourism can be obtained from [www.goulburnrivervalley.com.au](http://www.goulburnrivervalley.com.au)

### *The Role:*

Goulburn River Valley Tourism seeks to appoint a Chair to lead its board which is comprised of up to thirteen directors – one representative and one skill based director from each municipality, up to four skills based directors and the independent chair.

The role requires the time and commitment to:

- In consultation with the Executive Officer, prepare the Agenda for up to ten board meetings a year.
- Chair all Board meetings, and as required ad-hoc telephone conference meetings.
- Chair all member meetings, including the Annual General Meeting
- Act as spokesperson for Goulburn River Valley Tourism as required
- Regularly review, with the Executive Officer, progress on important initiatives and significant issues facing Goulburn River Valley Tourism
- Chair the Executive Officer evaluation process
- Participate in other committee meetings or Goulburn River Valley Tourism activities as applicable

Goulburn River Valley Tourism's office is currently based in Euroa. Meetings are convened at locations across the Goulburn River Valley region.

### *Competencies:*

#### Role Related

- Knowledge of corporate governance – ability to facilitate the governance processes and ensure compliance with applicable laws.
- Facilitate leadership – ability to inform and brief fellow directors on relevant matters and strategies. Ability to lead constructive and timely discussion and debate, drawing on expertise of the board, to review strategies.
- Business acumen – ability to build effective working relationship with the Executive Officer; have a strong understanding of financial aspects of board responsibility.
- Developing people – experience in developing people, evaluating performance and succession planning.
- Specialist expertise – experience in a specialist field such as accounting & finance; legal; risk management; managing people, marketing and achieving change would be favourably regarded.
- Industry expertise – knowledge of tourism industry trends and issues; destination development & stakeholder management.

## Personal

- Integrity – fulfil directors’ duties and responsibilities, act ethically, demonstrate appropriate independence, place the company’s interests before own personal interests.
- Leadership –engage in an ongoing, robust relationship with the Executive Officer to ensure that the Board has the necessary information it requires for decision making. Inspire individual contribution and participation from each board member to collectively use their expertise to set the vision, strategies and policies of Goulburn River Valley Tourism.
- Communicator – ability to engage and communicate with all stakeholders.
- Emotional intelligence – self-awareness and self-management; ability to act with empathy and manage situations accordingly while inspiring others to do likewise.
- Commercial astuteness – demonstrated good business instincts and acumen and ability to use in a variety of situations including mentoring the Executive Officer.
- Contributor – active and genuine interest in the Goulburn River Valley region and the tourism industry

## *Other Information:*

- The Chair will hold office for a period of two years from the date of appointment, and is eligible for re-appointment.
- The appointment will commence early 2017.
- The position will not be remunerated.
- An annual allowance will be allocated to meet the costs of travel, accommodation, meals and incidental expenses such as phone, internet and printing.
- The Chair must hold a valid driver’s licence and have access to a motor vehicle for use in connection with Goulburn River Valley Tourism activity or other means of being able to travel around the region.

## *Expressions of Interest:*

Expressions of Interest should be in writing electronically, outlining overall interest in the position and addressing the required competencies. The contact details for three referees should be provided.

Expressions of Interest should be emailed to: [wendy.jones@goulburnrivervalley.com.au](mailto:wendy.jones@goulburnrivervalley.com.au)

Expressions of Interest close Monday 31 October 2016 at 6.00 pm (EDST).

For any enquiries please contact Wendy Jones - Goulburn River Valley Tourism on 0488 776 733 or [wendy.jones@goulburnrivervalley.com.au](mailto:wendy.jones@goulburnrivervalley.com.au)