

Position Description

Title	Chair - WHV Board	
Classification	This is a volunteer position.	
Term	One year minimum (maximum of three years)	
Position Reports to	Direct	WHV Board
	Indirect	State Government Funders Women's Health Victoria Members
Time Commitment	Approximately 3-5 hours per week	
Position Summary	The Chair leads the Board and ensures that it operates effectively, within legal requirements and according to sound governance practices, and fulfils its role in setting and overseeing the organisation's strategic direction. This position requires a visionary leader with a deep commitment to the organisation's vision, mission and values, along with a strong understanding of the not-for-profit sector.	

About Women's Health Victoria

Women's Health Victoria (WHV) is a statewide, feminist, not-for-profit organisation working with government, the health sector and the community to improve health outcomes for women (cis and trans inclusive) and gender diverse people. We are leading the pursuit of gender equity in health, by challenging the norms and changing the systems that stand in the way of optimal health and wellbeing for all people impacted by feminist health issues.

We advocate for healthcare rights and access, deliver health promotion resources, and operate vital information and support services, so that all Victorians have the opportunity to access optimal health and wellbeing, free from bias and discrimination.

We are focused on addressing key areas of health inequity faced by women and gender diverse people, including sexual and reproductive health, mental health and wellbeing, cancer, and other barriers to living a healthy life like gendered violence, sexism and misogyny.

Our Role. *The Work We Do*

As the state-wide organisation for women's health, we have a unique leadership role. In order to affect systems change we will:

- **Empower people** to navigate systems and make informed choices about their health
- **Bring together** groups to reshape systems, ensuring that the right voices have a seat at the table
- **Advocate** for health equity on behalf of people marginalised by patriarchal power systems
- **Inform policy** for better health systems and services, based on evidence and intersectionality
- **Build capacity** on how to apply a gendered lens in the system and settings on which we focus across the social model of health

Our Vision. *The Change We Seek.*

Gender equality in health.

Our Values. *The Core Beliefs Underpinning It All.*

Respect | Innovation | Courage | Excellence | Inclusion

Our Enablers. *How We Achieve Our Work.*

Effective Partnerships | A Strong Culture | Financial Resilience | The Voice of Lived Experience | A Contemporary Intersectional Feminist Approach

Position Details

Key Relationships	Internal	<ul style="list-style-type: none"> WHV Board, CEO and Management team
	External	<ul style="list-style-type: none"> Victorian Government inclusive of Ministers, Ministerial Staff, representatives of the Victorian Public Service and key government funders Commonwealth Government inclusive of Ministers, Ministerial Staff, representatives of the Commonwealth Public Service Funding Authorities The Victorian Women's Health Network members Peak bodies representing the women's health sector in Victoria and Australia

Selection Criteria

Essential requirements	<ul style="list-style-type: none"> Commitment to Women's Health and to a feminist framework: A deep commitment to advancing women's health and can demonstrate a personal commitment to gender equity, diversity and inclusion Board Experience: Proven Board or Executive level experience in non-profit management and a minimum 2 years chairing a Board and/or Board committee Track record of senior strategic leadership: The ability to lead transformation and innovation together with the power to influence Collaborative, respectful and inclusive leadership style: Proven ability to lead and collaborate with diverse teams, partners, and stakeholders, build a productive team culture and develop strong relationships Corporate Governance: Has knowledge of, and commitment to, the pillars of strong and effective corporate governance Strategic Vision: The ability to articulate a strategic vision for WHV that addresses the unique challenges and opportunities in women's health Cultural sensitivity and competence: Able to address the diverse needs of women from different backgrounds and communities Communication Skills: Excellent communication skills, both verbal and written, to effectively convey WHV's mission, goals, and impact Adaptability: Ability to adapt to changing circumstances and navigate complexities within the non-profit and healthcare sectors Empathy and Sensitivity: A high level of empathy and sensitivity to the unique challenges faced by women in different life stages and circumstances Integrity: Will meet fiduciary duties and responsibilities, act ethically, have appropriate independence and put the organisation's interests before personal interests
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Key Responsibilities

Leadership	<ul style="list-style-type: none"> • Provide visionary leadership to the organisation, setting strategic direction and long-term goals • Uphold the highest ethical standards and ensure the organisation operates with integrity • Demonstrate a collaborative, respectful and inclusive leadership style • Act in line with WHV values and hold others to account in acting in line with these values
Corporate Governance	<ul style="list-style-type: none"> • Ensure there is a governance framework for effective governance, adherence to the organisation's policies and regulations and that the organisation meets its obligations • Oversee and facilitate board, committee, board member and CEO evaluation reviews and succession planning • Convene the Nominations Committee and ensure that the Board is regularly refreshed and incorporates the right balance of skills, knowledge and experience needed to govern and lead effectively
Strategic Leadership	<ul style="list-style-type: none"> • Participate in the development and implementation of the organisation's strategic plan, ensuring alignment with the mission and values of WHV • Ensure that the Board regularly reviews major risks and associated opportunities, and that systems are in place to take advantage of opportunities, and manage and mitigate the risks • Set the tone and take an active role in promoting a positive culture throughout the organisation
Fundraising and Financial Oversight	<ul style="list-style-type: none"> • Assist in fundraising initiatives and provide financial oversight to ensure WHV's fiscal health and sustainability • Ensure that the Board fulfils its duties to ensure sound financial health and that systems are in place to ensure financial accountability
Board Leadership	<ul style="list-style-type: none"> • Set the board agenda and ensure that directors receive accurate, timely and precise information to enable them to make accurate and authoritative decisions • Chair meetings of the Board effectively and efficiently, bringing impartiality and objectivity to the decision process • Ensure that the Board is fully engaged and that decisions are taken in the best, long-term interests of WHV and the Board takes collective ownership • Facilitate open and constructive communications amongst board members and encourage their contribution to board deliberations • Monitor that decisions taken at meetings and listed as action items are implemented • Ensure that there is a formal induction programme for new directors
CEO Relationship	<ul style="list-style-type: none"> • Establish and build a strong, effective and a constructive working relationship with the CEO, ensuring they are held to account for achieving agreed strategic objectives • Develop and maintain an open and supportive relationship with the CEO where you can both speak openly about concerns, issues and challenges • Ensure that the CEO has the opportunity for professional development and has appropriate external professional support

Stakeholder Engagement	<ul style="list-style-type: none"> • The ability to engage and effectively communicate with all stakeholders • In alignment with the CEO, is visible at times of crisis where trust and confidence in the ability of the board and management to respond to the crisis is important • Act as the board's representative in communications between the board and the members, external stakeholders (such as regulators, community representatives, industry leaders), CEO, management and employees
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Acceptance And Agreement

All Women's Health Victoria team members must:

- Agree to abide by the policies and procedures of WHV noting that the policies and procedures may be varied or updated from time to time.
- Act with integrity at all times.
- Make all recommendations and decisions through the lens of the WHV mission, values and strategic intent.
- Uphold the tenets of a feminist organisation advocating for change towards a gender equitable society, informing policy to provide an authorising environment to achieve the intent of the advocacy and services to support the organisations goals.

Remuneration

This is a volunteer position and there are no director fees paid. The organisation will reimburse expenses incurred by the Chair in connection with the affairs of the organisation.

Diversity:

Women from diverse backgrounds are welcomed and strongly encouraged to apply

WHV EO Exemption No. H351/2019.