

Role of the Australian Governance Council (AGC) Chairperson

The AGC governs the activities of CFA Societies Australia which is a collaboration established between CFA Society Sydney, CFA Society Melbourne, and CFA Society Perth to further the CFA brand and the CFA Institute's mission in Australia. The Chair of the AGC leads the council in line with the AGC Charter.

This is a voluntary position with an initial term of three years.

Nominations close on Monday, 27 March.

Responsibilities of the AGC chairperson:

During the AGC meetings:

- manage the council and facilitate an appropriate environment for robust board discussion and effective decision making.
- set the agenda for the matters to be considered by the AGC.
- chair the AGC meetings, facilitate and guide discussion to reach consensus.
- lead corporate governance issues, including being aware of directors' and executives' conflicts of interest and managing any such conflicts.
- engage the AGC in assessing and improving its effectiveness.
- facilitate the effective functioning of the AGC including managing the conduct, frequency, and length of meetings.
- facilitate open and constructive communications amongst board members.

Outside of AGC meetings:

- lead corporate governance issues, including being aware of directors' and executives' conflicts of interest and managing any such conflicts.
- ensure the information flow to the board is appropriate and comprehensive.
- facilitate a constructive relationship with management, acting as a conduit between management and the AGC when required.
- act as a mentor and sounding board for the CEO of CFA Societies Australia.
- establish or update clear delegations of authority for management and establish processes to ensure those are upheld consistently.
- respond promptly and comprehensively to concerns raised by other directors.
- liaise and interface with the CEO as a primary contact between the AGC and management.
- engage with directors outside of the AGC meetings to understand views and concerns of directors in order to progress matters.

- facilitate an annual review of the AGC committee against agreed objectives, and an independent external review a minimum of once every three years.

Governance:

- Provide governance leadership and advice.
- Work with the AGC on the formulation and implementation of the governance arrangements for AGC, CFA Societies Australia and the National Committees.

Strategy formulation:

- Contribute to the strategy development for CFA Societies Australia, in line with the AGC charter, in collaboration with the AGC.
- Lead the annual strategy review and approval of strategic plans in collaboration with the AGC.
- Facilitate effective discussion and decision-making of the AGC in relation to changes in the CFA Institute strategy and operating model for Societies.

Strategy implementation:

- Lead the AGC in meeting the requirements of the AGC charter, including setting and monitoring progress against KPIs, and ensuring alignment of national and local society strategies.
- Facilitate effective implementation of change to the structure of the Australian Societies in line with strategic decisions of the AGC.

Reporting and accountability: Describe role

- Act as a conduit between management and the AGC.
- Establish clear delegations of authority for management and establish processes to ensure they are upheld consistently.

HR aspect of role:

- Liaise with the CEO as the primary contact between the AGC and management.
- Act as a mentor and sounding board for the CEO.

Requirements of the AGC chairperson role:

- Must be independent of the Sydney, Melbourne and Perth CFA Society boards, independent means not a current board member of the Society.
- Must be a regular member of a CFA Society Sydney, CFA Society Melbourne or CFA Society Perth in good standing.
- Anticipated to have significant (8+ years) of board experience.
- Preferred to have over 12 years of industry experience, ideally including positions responsible for the management of a large organisation or division.



- Must be able to commit sufficient time to the role and balance these responsibilities with other commitments.