



Position Description

Non-Executive

Director

Role	Non-Executive Director
Reports to:	Chair of the Board
Location	Melbourne

Company Overview:

The Moreland Energy Foundation Ltd (MEFL) is a not-for-profit organisation, committed to accelerating the energy transition by empowering communities to take action. The future of energy will look radically different to energy today, and so we are working hard to ensure communities play a meaningful part in this transition and no one gets left behind.

Established in 2000 by the Moreland City Council, after the privatization of the electricity market in Victoria, today we operate nationally as a trusted educator, partner, advisor and service provider. Our organisation delivers products and services that create, demonstrate and share clear transition pathways to a zero carbon society, and increase energy efficiency and investment in renewable energy in Australia.

Our job is to build partnerships that demonstrate what is possible, to give the right advice, and make sure people have access to the information and technology they need to take action. Our work is delivered through large scale programs, local council programs, grants, partnerships and directly to the community.

We work across Australia, with offices in Melbourne and Sydney, and whilst our work is focused on Australia's zero carbon transition we are also recognised as an international leader in the work that we do.

Financial information	<p>MEFL is undergoing significant growth which translates to increases in annual income.</p> <p>Detailed information can be found here:</p> <p>https://www.mefl.com.au/about-us/reporting/</p>
------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Current Board

Chairperson	<p>Travis Neal</p> <p>https://www.mefl.com.au/people/board/travis-neal/</p>
Directors	<p>Alison Rowe (CEO)</p> <p>https://www.mefl.com.au/people/alison-rowe/#more-240</p> <p>Andrew Hewett</p> <p>https://www.mefl.com.au/people/andrew-hewett/#more-254</p> <p>Dugald Murray</p> <p>https://www.mefl.com.au/people/board/dugald-murray/#more-1532</p> <p>James Scott</p> <p>https://www.mefl.com.au/people/james-scott/</p> <p>Nikki Potter</p>

	<p>https://www.mefl.com.au/people/nikki-potter/#more-5908</p> <p>Imogen Jubb https://www.mefl.com.au/people/imogen-jubb/#more-6132</p> <p>Ali Irfanli</p> <p>Sarah Paparo (Company Secretary)</p>
--	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

The Role:

- MEFL seeks to appoint an independent non-executive director.
- The role requires attending approximately 8 board meetings (Of which two are full days for strategy and planning) and serving on at least one board committee per year.
- The role may require attendance in monthly conference calls for management/financial reporting and general compliance issues

Competencies – role related:

- Knowledge of a director’s responsibilities – includes an understanding of the role as well as the legal, ethical, fiduciary and financial
- Strategic expertise – the ability to review the strategy through constructive questioning and suggestion and contribute to the effective decision making of the board
- Accounting and finance – the ability to read and comprehend the company’s accounts, financial material presented to the board, financial reporting requirements and some understanding of corporate finance
- Legal – the board’s responsibility involves overseeing compliance with numerous laws as well as understanding the individual director’s legal duties and responsibilities
- Risk management – experience in managing areas of major risk to the organisation
- Managing people and achieving change – experience in current management thinking on employment and experience in executive remuneration and compensation
- Engagement – experience in communications and digital, branding, engagement, media, customer centricity in the NFP sector and strategic stakeholder management
- Industry knowledge – experience in similar organisations and/or the energy sector

Competencies – personal:

- Integrity – fulfilling a director’s duties and responsibilities, acting ethically, appropriate independence, putting the organisations interests before personal interests
- Collaborative yet curious and courageous – a director must be able to function as an effective team member, but also must have the curiosity to ask questions and the courage to persist in robust discussion with management and fellow board members where necessary
- Emotional intelligence – as well as self-awareness and self-management, a director needs to demonstrate empathy manifested through strong interpersonal skills. A director must work well in a group, listen well, be tactful yet able to communicate a cogent and candid viewpoint
- Commercial judgement and instinct – a director needs to demonstrate good business instinct and acumen and be able to assimilate and synthesise complex information
- An active contributor with genuine interest in the organisation and its business

<p>MEFL Values:</p> <p>The MEFL Board need to demonstrate the values of the organisation.</p> <p>Innovation: We think 'outside the box', seeking to be innovative, inspiring, enquiring, responsive and creative.</p> <p>Honesty: We believe in speaking directly and providing independent, well-researched and clear advice.</p> <p>Respect: We treat everyone with respect and dignity, appreciating individual and cultural diversity</p> <p>Resilience: We recognise that change doesn't happen overnight, but requires flexibility, dedication and determination.</p> <p>Team work: We work collaboratively as a team, in our own workplace and in our dealings with the wider community and our partners.</p>	
Decision Making Authority:	As delegated.
Key Interactions:	<p>Internal: Other MEFL Board members, CEO and the Executive Leadership Team</p> <p>External: Shareholders, business and community representatives, State and Commonwealth governments, as well as key sector stakeholders</p>
Qualifications:	<p>Desirable:</p> <ul style="list-style-type: none"> • Tertiary degree • AICD/Governance Institute • Board Kickstarter or similar training

Remuneration and benefits	
Annual Remuneration	Voluntary
Travel and Expenses	Yes
Directors Insurance	Yes