

ROLE DESCRIPTION

BOARD CHAIR

Victorian Student Representative Council Inc (VicSRC) is looking to appoint a new Chair of the Board of Trustees. The voluntary position is expected to be for a three-year term (other arrangements can be discussed), with the ability to be reappointed.

We are seeking someone with experience working at a senior executive leadership level, ideally including some or all of:

- oversight of organisational governance and compliance, including as a member of a board
- supporting the professional development of other senior leaders
- working closely with a CEO (or equivalent).

Experience in the not-for-profit sector would be favourably considered, but not essential.

VicSRC strongly values diversity. People of a variety of cultural backgrounds and lived experiences, young people aged 18 to 30, Aboriginal and Torres Strait Islander people, and people with disabilities are encouraged to apply.

About VicSRC

VicSRC is the peak body representing school-aged students in Victoria. We exist to empower all student voices to be valued in every aspect of education. We stand with and for students to elevate their voices to be heard, to achieve our vision of education that's flexible, relevant and includes all students in all decisions.

VicSRC was created by students to be a voice for students at the highest levels of decision making in Victorian education. VicSRC is led by a team of 15 secondary school aged students, the [Student Executive Advisory Committee \(Student Executives\)](#), who make decisions collaboratively with a group of six adults, the Board of Trustees, about how VicSRC operates, what programs it offers and how it hears from students about what changes need to be made in education. A team of [staff members](#) put these decisions into action with consistent advice from the Executive.

Operating principles

- Student centred – Everything we do is based on what students want and need
- Inclusive – We are inclusive of all people, celebrate diversity and are respectful of different points of view
- Innovative – We seek creative solutions and always think of how things can be better
- Independent – We are our own organisation and we have our own ideas
- For purpose – Any money we receive goes back into the organisation to further fuel and support our work.

Values

- Integrity and respect
- Learning and growth
- Honesty and transparency
- Dedication and energy
- Collaboration

About the role

We are seeking applications from individuals who enjoy working with young people, understand and value good governance, and have an interest in education, student voice, agency and participation, and/or youth participation.

The Board Chair is expected to:

- Lead Board meetings, which are in person at our office in North Melbourne (hybrid as required) – currently held every two months on weeknight evenings
- Manage the business and performance of the Board, including:
 - the Board's work program and priorities
 - expectations for Board members' behaviour and contributions
 - arrangements for collaboration between the Board, the Student Executives, and staff.
- Work with the CEO to prepare for meetings of the Board and ensure decisions of the Board are executed.
- Establish a successful working relationship with the CEO which results in meaningful, frequent exchange of information and clear shared expectations and goals.

As a member of the Board, the Chair is also expected to:

- Provide strategic direction in VicSRC's best interests, in partnership with the Student Executives
- Actively contribute to Board decisions, applying their specialist skills and experience
- Attend workshops and strategy sessions with the Board and Student Executives, typically on weekends
- Attend and provide support at VicSRC events throughout the year, including the Annual General Meeting
- Comply with VicSRC policies and procedures
- Be aware of and comply with the duties and responsibilities set out in the *Corporations Act 2001*.

VicSRC is [committed to child safety](#) and will not tolerate any abuse of children and young people. All staff and volunteers at VicSRC, including Board members, are responsible for the care and protection of children and young people who participate in our organisation and for reporting information about abuse.

Board members require a current Working with Children Check and Police Check (costs reimbursed).

How to apply

Applications should be addressed to the VicSRC Student Executive Advisory Committee, c/o VicSRC Board and should include a resume and a succinct statement outlining your suitability for the role including your response to these questions:

1. What does student voice mean to you as an adult advocate?
2. What does good governance mean to you?
3. What are your aspirations for VicSRC as an organisation?
4. What is your approach to decision making with young people?
5. What is one thing that has inspired you the most throughout your professional life?

Applications should be emailed to howard@board.vicsrc.org.au as a single word or PDF file. Short-listed applicants will be contacted to discuss their application further, including interview arrangements.

Applications are due by the end of the day (11.59pm) on Sunday 13 April 2025.

Further information

For additional information or an informal discussion about the position, please contact **Howard Choo** on 0401 841 749 or howard@board.vicsrc.gov.au.

Additional documents for applicants' information:

- [VicSRC Constitution and regulatory information](#)
- [VicSRC Strategic Plan 2020-2024](#) (a new strategic plan will be published soon)
- [VicSRC Website](#)
- [Student Voice Hub](#)