

Position Description - Appointed Board Director

Position

Western Australia Karate Federation (WAKF)
Board Director – Appointed

WAKF Overview

The WAKF is the recognised State Sporting Association for Karate in Western Australia. The Association consists of 31 member clubs from different styles of Karate within Western Australia. The clubs are both metropolitan and regionally based. The WAKF is also affiliated with the World Karate Federation.

The WAKF upholds principles of good governance, and follows a skills-based Board structure, ensuring that decision-making processes benefit from a diverse range of expertise and perspectives. This includes a strong emphasis on gender diversity, promoting inclusivity and equal representation within the boardroom. By embracing these principles, the WAKF ensures transparency, accountability, and effective management of the association.

Role

The role requires;

- Attendance approximately eight board meetings annually (most meetings are held online)
- Attendance at an annual planning day.
- Assist with some operational matters as required.
- The role may also require attendance at WAKF events or sport industry events.

The Board Responsibilities

The Board's primary responsibility is to direct the affairs of WAKF on behalf of its Members.

Individual Board members represent and serve the interest of members and collectively oversee and appraise the strategies, major policies and performance of the organisation.

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Competencies and Skills **Desirable**

The sport values a diversity of people, relevant skills and experience amongst the Board of Directors.

Essential

Strategic knowledge – the ability to review the strategy through constructive questioning and suggestion and contribute to the effective decision-making of the Board;

Desirable

In particular, the Board are currently seeking directors who might possess the following one or some of the following desirable skills:

- **Advocacy and Stakeholder Engagement** – demonstrated effective communication, strategic thinking, relationship-building, and the ability to influence and collaborate with external and internal stakeholders.
- **Legislation Interpretation and Implementation.** – have strong analytical abilities, attention to detail, and the capacity to translate complex legislation into practical applications that align with the WAKF's strategic direction.
- **Communication** – proficiency in digital and traditional marketing channels, adeptness in crafting compelling messaging, and the ability to assist with strategic communication plans that effectively convey the story of Karate in Western Australia.

Attributes

As a member of the WAKF Board, a Director should meet the following attributes;

- Respect the rights, dignity and worth of others.
- Be fair, considerate and honest in all dealings with others.
- Be professional in, and accept responsibility for, his/her actions.
- Commit to providing quality service.
- Be aware of, and maintain an uncompromising adherence to WAKF standards, rules and policies.
- Operate within the constitution and policies that govern the WAKF.



WA Karate Federation Administration
5 Stirling Waters Avenue
STIRLING WA 6021

Phone/Fax: +61 8 9446 4230

Email: info@karatewestaustralia.com

To maintain the membership's confidence in the integrity of the Board, it is essential that Board Directors are seen to exhibit the highest ethical standards in carrying out their duties. Directors must pursue and must be seen to pursue, the best interest of the Association and its members.

Directors must perform their duties impartially, with professionalism, objectivity and integrity.

Remuneration and Benefits The role is a voluntary role, and there is no remuneration.