

Position Description – Board Director - Casual Vacancy 2024

Position	Western Australia Karate Federation (WAKF) Board Director – Casual Vacancy
Reports to	Chairperson
WAKF Overview	<p>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.</p> <p>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.</p>
Role	<p>The role requires;</p> <ul style="list-style-type: none"> • 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	<p>The Board’s primary responsibility is to direct the affairs of WAKF on behalf of its Members.</p> <p>Individual Board members represent and serve the interest of members and collectively oversee and appraise the strategies, major policies and performance of the organisation.</p> <p>The Board’s primary responsibility is to direct the affairs of WAKF on behalf of its members.</p>

Competencies and Desirable Skills 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 can think strategically and might possess the following one or some of the following desirable skills:

- **Community Engagement and Development** – the ability to work collaboratively with various groups of people affiliated with and or partners with the WAKF, or similar situations. Experience with help and influencing systems, programs and practices.
- **Communication** – demonstrated communication skills that can assist the WAKF with both internal and external communication to current and potential members, athletes, clubs and partners.
- **Industry knowledge** – experience in state sporting associations or karate industry knowledge.

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 Karate Australia (KA) guidelines that govern the WAKF.

To maintain the membership 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.



January 2024

COMMITMENT CONSISTENCY COMMUNITY

karatewestaustralia.com

