



## **POSITION NAME**

### **POSITION DESCRIPTION**

**Position:** General Board Member  
**Contract Type:** Voluntary  
**Responsible to:** Members

### **Our Organisation**

**Yandina Community Gardens Inc. (YCG)** is a membership-based community group dedicated to providing education and practical experiences in Permaculture Design Principles. YCG and “The Blue House” is a volunteer-run learning environment for Permaculture gardening. It was established for the community to gain practical skills in growing their own food and also features an old Queensland weatherboard house, which has been retrofitted to demonstrate practical solutions to changing your home to be more sustainable.

### **Purpose of Position**

The purpose of this position is to bring additional and desired skills to the management committee

### **Desirable Attributes**

- Good organisational skills
- Strategic and critical thinking
- Honest/trustworthy
- Good communication skills, including negotiation, analytical and conflict resolution skills
- Specific skills set such as Permaculture, organization change management, human resources, legal, health & safety or any other natural resource management skill

### **Legal Duties**

The following legal duties apply to all members of an Incorporated Association Board

- the duty to act in good faith in the best interests of the organisation and for a proper purpose
- the duty to act with reasonable care, skill and diligence (including the duty to prevent insolvent trading)
- the duty not to improperly use information or position, and
- the duty to disclose and manage conflicts of interest.

### **Specific Duties**

**Specific duties include but are not limited to:**

- Upholding and acting in the spirit and intent of the YCG Code of Conduct
- Manage and develop a committee managerial portfolio
- Provide advice to the committee in their field of expertise
- Initiate discussions and decision to improve the organisation’s activities in their field of expertise

- Chair a sub-committee or advisory group if so requested
- Report back to the board on the sub-committee or advisory group activities

### **YCG PURPOSE**

To promote & demonstrate a framework of sustainable living

### **YCG VISION**

To be a knowledge & demonstration hub for sustainable living