



Sydney Zoo Foundation Non-Executive Director

Summary Information

1. Background

The Sydney Zoo Foundation is a newly established company limited by guarantee, with the purpose of facilitating activities that protect and enhance wildlife and the natural environment in association with Sydney Zoo Limited.

Sydney Zoo Foundation's Vision is to be a global leader in connecting people to opportunities that involve improving wildlife preservation, environmental conservation, scientific research and community education.

2. Establishment of the Zoo Foundation Board

The Zoo Foundation Board is in the start-up phase. Currently the board is a company limited by guarantee with a board currently comprising 2 directors. The Foundation is looking to appoint 3 additional Directors to bring the total to 5.

3. Role of the Board

The Board will have responsibility for:

- **Strategy** – Setting the Foundation's initial strategy and long-term goals
- **Accountability** – ensuring the Foundation meets its statutory obligations, manages its finances appropriately and operates transparently
- **Resourcing** – securing funding and other resources to enable the work of the Foundation
- **Advocacy** – representing the Foundation to business, government and the broader community
- **Alignment** – with the main operating company, Sydney Zoo Limited
- Appointing and managing the performance of a suitable Foundation CEO, and undertaking succession planning for the CEO

4. About The Sydney Zoo Foundation's Board Directors

It is anticipated that all Board Members will have the following:

- Passion and belief in investing in wildlife protection and sustainability of the natural environment
- Ability to activate networks and engage people in the vision and mission of the Foundation
- Ability to work as a cohesive team, making decisions in the best interests of the Foundation
- Business Leadership, and the experience at an Executive level and as a Board Director
- Strategic expertise, including the ability to work with the CEO to guide and input into the development of the strategic direction for the Foundation
- Governance skills
- Experience with fundraising
- Accounting and finance – the ability to read and comprehend the NFP's accounts, financial material presented to the board and some understanding of the organisation's financial drivers/funding and business model

5. Board Members will have the following skills between them

- Risk management – able to identify risks and ensure the organisation is managing them
- Legal – the board's responsibility involves overseeing compliance with numerous laws as well as understanding an individual director's legal duties and responsibilities
- Managing people and achieving success
- Campaign development and advocacy
- Media relations
- Leadership or governance of environmental or animal protection organisations

6. Key Selection Criteria

For all board members:

- Sound board (or equivalent) experience
- Understanding of not for profit governance
- A genuine commitment to improving wildlife preservation, environmental conservation, scientific research and community education.
- Strong stakeholder engagement skills
- Exceptional communication skills, with the ability to influence and inspire others
- Demonstrated strategic skills with the ability to contribute to and review strategy
- Collaborative approach
- Strong understanding of corporate governance
- Demonstrated knowledge of current regulatory and compliance requirements
- Australian Institute of Company Directors (GAICD) or Governance Institute qualifications will be highly regarded

7. Tenure

It is envisaged the Constitution will provide for board members to be appointed for a 2 -3 year terms with possibility for a further 3 year term.

8. Estimated time commitment for Board Members

Initially, it is envisaged that the board will meet six times per annum in Sydney and will likely hold special meetings from time to time to discuss particular initiatives. Board members are expected to be available to provide advice and input between meetings and, if able, attend meetings with stakeholders. It is anticipated that the time commitment would be approximately 8 hours per month.

All board members are non-executive directors and receive no remuneration for their services but are able to claim reasonable travel expenses in attending meetings.

9. Further Information

Further information on The Sydney Zoo Foundation can be found in the accompanying Background Information Document (April 2019).