

# Board Pack

St John Ambulance NSW  
Non-Executive Director

April 2024

**PRIVATE & CONFIDENTIAL**





## Context

St John Ambulance NSW (St John NSW) has been a trusted provider of first aid and healthcare services in New South Wales for nearly 140 years. Our global mission is to lead in first aid and community healthcare response, ensuring that every Australian has access to responsive healthcare and wellbeing support when and where they need it.

At St John, our strategy focuses on four key impact areas: Capability, Knowledge, Safety, and Access. We aim to build community resilience by providing high-quality first aid training, equipping individuals and businesses with essential first aid products, and delivering trusted event health services at events across the state.

Our geographic focus spans across NSW, with local volunteer Divisions in nearly 80 locations, ensuring that communities statewide have access to our life-saving services and programs. St John NSW is dedicated to empowering individuals, building safer communities, and saving lives through first aid.

St John NSW is the Medical Reserve – We Respond. St John NSW provides medical services in crisis, disaster and emergencies. With a proven history of support to emergency service organisations, St John NSW is a fundamental part of the emergency health and disaster response plans. This is why our volunteers commit to St John.





# READY TO RESPOND

The Medical Reserve



EMERGENCY RESPONSE

<p><b>Field hospital advanced care</b></p>	<ul style="list-style-type: none"> <li>Advanced care medical centres (modular for mobile deployment)</li> <li>State deployment - EMPLAN</li> <li>Pre-emptive planning</li> </ul>	<ul style="list-style-type: none"> <li>Embedded deployment of teams</li> <li>Capable of ongoing support of health systems</li> </ul>	<p><b>Highest level.</b></p>	<p><b>72 hours notice.</b></p>
<p><b>Advanced care response</b></p>	<ul style="list-style-type: none"> <li>Major disasters - longer deployments</li> <li>Centralised coordination through our headquarters</li> <li>Emergency services staging areas</li> <li>Evacuation and recovery centres</li> </ul>		<p><b>State significant. Emergency management response.</b></p>	<p><b>24 - 48 hours notice.</b></p>
<p><b>Community first response</b></p>	<ul style="list-style-type: none"> <li>Rapid response to flood, fires, pandemic</li> <li>Emergency evacuation and recovery centres</li> <li>Base camp medical and management</li> <li>Interstate first aid deployments</li> </ul>		<p><b>Local community. Local Emergency Management Committee callout.</b></p>	<p><b>Within 24 hours.</b></p>
<p><b>Rapid deployment of specialist groups</b></p>	<p><b>Specialists to address medical need:</b></p> <ul style="list-style-type: none"> <li>Doctors / specialists</li> <li>ENs, Registered nurses and nurse practitioners</li> <li>Intensive care and</li> </ul>	<ul style="list-style-type: none"> <li>Extended care paramedics</li> <li>Vaccinators</li> <li>Mental Health first aiders</li> </ul>	<p>Incident Management Team Comms, Bicycle Emergency Response Teams, Medicabs</p>	<p><b>Local and state.</b></p>

## RESPONSE ELEMENTS DEPLOYED BASED ON EMERGENCY NEED

ACTIVE EVERY DAY

<p><b>State events</b></p>	<ul style="list-style-type: none"> <li>Deployment of larger teams (100+ people)</li> <li>Major events e.g. Marathons, Easter Show, City2Surf, music festivals, QUDOS Bank Arena, NRL/AFL matches</li> <li>Specialist skills, risk management &amp; operation control</li> </ul>	<p><b>State events practice interoperability + specialist skills + advanced care</b></p>
<p><b>Local events</b></p>	<ul style="list-style-type: none"> <li>First aid type events</li> <li>Local community events (e.g. council fetes, carnivals, sporting events)</li> </ul>	<p><b>Local events hone core clinical skills.</b></p>
<p><b>Command and control</b></p>	<ul style="list-style-type: none"> <li>First Aid skills</li> <li>Advanced skills accreditation</li> <li>Teamwork provides structure</li> </ul>	<p><b>Divisions create opportunities for individuals to come together to raise, train and sustain capability.</b></p>
<p><b>3,000 members including responders, healthcare professionals, and students, and youth</b></p>	<ul style="list-style-type: none"> <li>Grass roots, community engagement</li> <li>First Aid Training</li> <li>Life Skills, especially</li> </ul>	<p><b>Individuals who bring skills, experiences to strive.</b></p>

**Building Emergency Reponse Capability**

- IMT
- Planning
- Training
- Exercises

# St John Ambulance NSW - Context

---

## Purpose and Vision

Every day, Australians are at risk of illness, injuries and life-threatening situations at home, in the workplace and the community. St John NSW believe that every Australian should have access to responsive healthcare and wellbeing support when and where they need it through the provision of:

- **Training & Education** - they provide first aid education and training to over 50,000 students each year. Training courses range from basic resuscitation, mental health and advanced first aid. Community training and first aid programs such as the First Aid Schools initiative are also offered.
- **Health Services** – are focused on supporting workplaces and communities in their endeavour to keep people safe, while staying true to the organisation’s mission of saving lives through first aid. Comprehensive services are available, including health staffing, paramedic services, first aid assessments and the supply of first aid equipment. St John NSW are the largest and most comprehensive provider of first aid and medical services at events across the state.
- **Community Response** - the organisation offers a range of medical services, facilities and people in response to community disasters – including extreme weather events. This can include harm minimisation and first-aid, pre-hospital medical teams, advanced care medical centres, and mass casualty and incident management.
- **Fundraising** – St John NSW receives donations and bequests from individuals and their families, and funding from a number of organisations. Their commercial activities cover administrative costs, which means that every dollar donated directly supports free community programs.

St John NSW’s vision is to be the trusted leader in responsive health care and wellbeing support for all Australians.

---

## Values

- **Respect** – as the ambassadors of St John, we are respected for the work that we do and the way that we do it. We recognise our strength comes from our diversity. We have the courage to be authentic and true.
- **Leadership** - We are the custodians of our future. We share ideas and listen to each other, our customers and our community. We are open and transparent in all that we do.
- **Collaboration** - We work best when we work together. We care for our colleagues and our community. We take initiative, generate new ideas and embrace change. We share success. Together we make a difference.
- **Integrity** - We do the right thing. We are honest and trustworthy. We are accountable for our actions and take ownership of our shared goals. We are there when you need us. You can depend on us.
- **Communication** - We are sincere in our voice and actions. We share ideas and listen to each other, our customers and community. We are open and transparent in all that we do.



# St John Ambulance NSW – Context (continued)

---

## Their Work

For more than 140 years, St John NSW has been a leader dedicated to providing first aid and community medical support services to the people of NSW, offering a diverse range of profit-for-purpose services, St John NSW operates under the guiding principals of external RTO compliance and clinical governance. With a commitment to maintaining best practice standards, St John NSW has earned a trusted reputation for clinical excellence which includes:

- **First Aid Training:** Offering comprehensive courses from basic resuscitation to advanced skills and mental health first aid at over 35 training locations across NSW.
- **Event Health Services:** Being one of the largest and most trusted event health service providers in NSW, offering advisory services, advanced medical capabilities, and skilled teams for event organizers and patrons.
- **Emergency Response:** Providing medical and first aid support during natural disasters, deploying directly into affected communities to assist the health system and care for emergency services personnel.
- **First Aid Products:** Providing a wide range of high-quality products such as kits, defibrillators, protective equipment, supplies, and signage for individuals and businesses.
- **Youth Programs:** Juniors and Cadet programs, designed for youth aged 8 - 18, cultivate capable and compassionate leaders, empowering youth to make a positive impact in their communities.

---

## Strategic Plan

St John NSW is currently in the fourth year of their [2025 Strategic Plan](#) which focuses their efforts on strengthening community impact, underpinned by the following four pillars:

- **Capability** to serve the community by investing in their people, assets and technology to ensure they are fit for purpose.
- **Knowledge** to empower the community through programs and courses designed to empower communities to take action when needed in a crisis. Their growing knowledge builds community resilience.
- **Safety** to inspire community confidence and ensure people are safe and St John is there when needed with the skills training and equipment to save a life.
- **Access** connecting communities with vital healthcare. Services; developing new programs to ensure they are where needed most, increasing the capacity and reach of the community's Health System and Emergency Services.

Information about how they are tracking against their Plan is available in their [2023 Impact Report](#).

---

## Current Context



Leadership and succession planning is embedded in all areas of the St John NSW and they are committed to developing their current and future leaders.

In accordance with its planned succession strategy and skills assessment matrix, the Board is currently entering a phase of renewal. The Board is looking to appoint two Non-Executive Directors who will bring specific Financial and Clinical skills, experience in governance, diverse perspectives and a genuine alignment to the vision, mission and values of the organisation.

# Current Board – St John Ambulance (NSW)

---

## Sean McGuinness CStJ, Chair

Sean has more than 25 years' experience internationally as a CFO and finance leader spanning the domains of Energy and National Resources, Consumer Packaging, Health in the full profit, private equity and the profit for purpose sector. He has extensive M+A experience specialising in large scale domestic and international acquisition, integration, and divestment transactions creating value through collaboration and organisational level engagement. Professionally he focusses on working with businesses to transform their finance functions while assisting boards to realise greater potential through both governance and cultural reform.

Sean is a highly experienced profit for purpose sector leader having been a member of several innovative community focussed boards that created meaningful change and impact within the communities of NSW. Sean also service as Director on the St John Ambulance Australia National Board where he provides leadership for the development of the St John brand, mission and purpose within Australia and the Asia Pacific region. Appointed April 2016.

---

## Mick Campbell, Deputy Chair

Mick has more than 25 years' experience as a Chief Information Officer spanning multiple industries such as manufacturing, education, not for profits, healthcare, professional services, banking and finance and technology. He has extensive skills in change management, process management, enterprise risk management and end-user engagement. He also thrives on coaching people and organisations, specifically in relation to endurance, resilience, adversity, survival, adaptation, attaining huge growth and successfully managing change.

He is the co-founder of the Krazy Kosci Klimb, an empowering event which has been running since 2013 and allows 20 teenagers with cerebral palsy, ably assisted with their respective support teams, to participate in a life-changing experience to summit Mt Kosciuszko (Australia's highest peak). Since its inception, nearly 150 participants with cerebral palsy have summited Mt Kosciuszko, simultaneously fundraising A\$3M to date (<https://www.krazykosciklimb.com.au>). Appointed December 2020.

---

## Ilan Lowbeer CStJ, Commissioner

A St John volunteer of 25yrs, Ilan currently serves as the Commissioner for St John NSW. Ilan began volunteering with Hornsby Kur-ring-gai Division in 1998 and soon joined the State Operations Team as Deputy State Operations Officer serving for several years before moving to the State Support Services Portfolio and then returning to take on the role of Superintendent of the Major Events and Incidents Group.

Ilan served with St John in Singapore as a Zone Officer when he relocated with his family and built strong ties with the St John Singapore Responder Unit and wider worldwide St John network. Returning to Australia in 2018, Ilan took up the role of Deputy Commissioner, and later accepted the post of Commissioner for St John NSW.

Through his time with St John, Ilan has deployed in a clinical and leadership capacity to numerous natural disasters including the Brisbane Floods and Cyclone Yasi, the 2019-2020 bushfires and the COVID 19 Pandemic.

Ilan was awarded the Centenary Medal in 2001 for Service to St John Ambulance and was Admitted to the Order of St John in 2010 and promoted to Commander in 2023. He was also awarded the National Emergency Medal for service contributed during the 2019-2020 Bushfires and also holds the Long Service Medal of the Order of St John awarded in 2010. Outside of St John, Ilan has a career in commodity trading and supply chain having worked in the oil and gas industry for over two decades. Appointed August 2021.



## Current Board – St John Ambulance (NSW) (continued)

---

### Coretta Bessi, Non-Executive Director

Coretta joined the Board in February 2018 and has since performed in the role of Chair for the Audit, Risk and Investment Committee and Chair of the People, Culture and Governance Committee in her first two terms. The expertise Coretta brings to the Board in complex negotiations, commercial deals, enterprise risk management and transformational change come from her corporate executive roles as Chief Operations Officer at RACGP, and Chief Procurement Officer at Westpac, nbn, BlueScope and Ausgrid.

Coretta's earliest engagement with St John was volunteering as a cadet and she is a strong advocate of developing the youth of the organisation. Coretta is strongly committed to "profit for a purpose" enterprises that support our communities in health and education. Appointed February 2018.

---

### Larissa Cook, Non-Executive Director

Larissa brings to St John NSW nearly 30 years' experience as a strategic commercial and legal advisor and Non-Executive Director with extensive and diverse experience in-house and in private practice both in Australia and internationally. Of particular relevance to St John is her specialisation in health and medical law as well as acting for emergency services and volunteer organisations.

As a Fellow of the Governance Institute of Australia (FGIA), a Graduate of the Australian Institute of Company Directors (GAICD) and an experienced NED, Larissa has a comprehensive understanding of corporate governance and risk and compliance and has been involved in significant review and implementation processes in this area. Larissa previously Chaired the Board's Clinical Governance Committee and is now the Chair of the Risk Committee.

St John's long history and continuing mission to ensure that every person has access to healthcare and wellbeing support wherever needed resonates strongly with Larissa. She has had occasion to use her own St John First Aid training and is passionate that everyone should be empowered with the skills to assist others in their time of need. Appointed September 2022.

---

### Peter Kaye AM, ESM, Non-Executive Director

As an influential driver of social capital and philanthropy, Peter currently serves the Duke of Edinburgh's International Award (Australia) as CEO and a member of its International Council.

Skilled in leadership, strategy, business planning and relationship management, coupled with significant experience with profit-for-purpose, Peter has been volunteering for over 47 years with NSW SES, including over 40 years as Chief Inspector/Inspector (Unit Commander) where he received the SES Commissioners Commendation for Service Medal and the Emergency Services Medal (ESM).

Peter co-founded an international consultancy specialising in corporate governance and has served on a number of company and charity boards including Chair of the Red Nose Foundation (SIDS & Kids), Deputy Chair of Community First Credit Union, Chair Australian Centre for Social & Ethical Accountability, Chair/MD of The Painting People, and Chair of FutureStaff. Peter is also a very active volunteer in establishing micro-finance in the South Pacific having established over 1000 in 11 South Pacific countries since 1992.

Peter has served on the emergency services front lines in response to the many natural disasters across Australia. Appointed December 2023.

---



## Current Board – St John Ambulance (NSW) (continued)

---

### Louise Portelli, Non-Executive Director

As an educator for Sydney University since 2020, Louise's passion for health services and education has been nurtured by a range of key career experiences, whilst developing curriculum and lecturing in strategy and leadership. For the Department of Human Services in Victoria, Louise gained a depth of experience in human resources and culture within health and community services.

In the UK, Louise served as a Non-Executive Board Director and Chair of Strategy with Ministry of Stories (MoS), founded by renowned author Nick Hornby, dedicated to building the confidence and literacy of under-privileged children.

Currently serving as a Non-Executive Board Director in the financial services sector specialising in asset finance, Louise drives organisational growth through strategy development, customer and digital experience, marketing and product development. Appointed December 2023

---

### Dr Evelyne Tadros, Non-Executive Director

With a Doctorate degree in Health Science and a deep history of improving health and wellbeing across community services and government, Evelyne's career is underpinned by leading operations, strategic development, policy, advocacy and systemic improvements across a range of government and non-government programs.

Evelyne brings a wealth of governance, risk and compliance, experience and is currently employed as the CEO with the Mental Health Coordinating Council (NSW) and is a Board Director for St Vincent de Paul Society (NSW) and Mental Health Australia. Appointed June 2022

---

### Stephen Woodhill, Non-Executive Director

Stephen has extensive experience in Corporate Governance, Corporate Public Affairs and stakeholder management specialising in media, government affairs, stakeholder and crisis management, internal communication and marketing. He is currently the Chief Executive of an NFP industry association and advocacy group representing Chief Financial Officers. Stephen established the Annual Congress for CFOs and Finance Executives with The Australian Financial Review, as well as the annual political engagement session with key Federal politicians. Stephen sits on the Council (Board) for Shore School, is a former Ambassador for White Ribbon and former Rugby player, coach and referee. Appointed December 2020.

---





# St John Ambulance NSW – Chief Executive Officer

## Dominic Teakle

---



- Dominic has extensive executive management and leadership experience in both the private and public sectors.
- He brings a strong background in volunteer and purpose-based organisations, having been CEO of Police Citizens Youth Clubs NSW, COO of Ticketing and Events Company TEG, and a GM at both Basketball Australia and IMG.
- Dominic has spent over a decade in the events sector and related roles. During that time, he held a variety of national roles where he was responsible for commercial and customer operations, business development and major relationships across Government and private sectors. This followed a highly successful career as a senior Army officer, with diverse roles spanning everything from military advisor to the Deputy Chief of Army, operational experience in the Middle East, instruction, and preparedness and mobilisation.
- Dominic's deep understanding of people-based organisations and strengths in strategy, leadership and relationship management will be critical in driving the mission and future success of St John Ambulance NSW.



# Governance

---

## Structure

St John Ambulance Australia NSW (ACN 001 738 370) is an entity limited by guarantee, with no share capital under the provisions of the ACNC Act 2012. Ultimate responsibility for the governance of the company rests with the Board of Directors.

---

## Federated Model

Equipped with historical insights and a nuanced understanding of the complexities inherent of a federated structure, St John Ambulance Australia NSW operates under a model comprising nine distinct organisations spread across the country under the Priority of St John Ambulance Australia.

---

## Composition

The Board of St John Ambulance NSW comprises between three and ten members, including the Commissioner, and has three (3) Committees:

- Nomination & Awards
- Audit & Investment
- Risk

St John Ambulance NSW is governed by several clinical governance committees including: the St John Australia National Clinical Governance Committee, the St John Ambulance NSW Clinical Governance Committee and the Clinical Systems team. These committees and teams ensure an organisation-wide focus on patient safety and quality, and values clinical governance as an essential and integrated part of corporate governance. All St John Ambulance NSW clinical personnel operate under St John Ambulance Australia's National Clinical Practice Guidelines which ensure that each patient receives the highest level of care to achieve the best possible medical outcome.

---

## Tenure

Directors, other than the Commissioner, are appointed for a term of three (3) years with three terms being the maximum without exceptional circumstances as detailed in the Constitution.

---



## Governance (continued)

---

### Board Meetings and time commitment

The Board meets up to 8 – 10 times a year (a minimum of 6 meetings must be held each year).

Directors are required to attend committee meetings, Strategic Planning Sessions, organisational engagement session, attendance at St John events.

A Director should plan on (and record) at least a 80-hour commitment per year.

A meaningful proportion of this time commitment could be within normal business hours.

Directors are also required to complete online child safety training modules, submit Working with Children Check and criminal history checks to meet membership requirements.

---

### Meeting Dates

Dates for Board meetings for the remainder of the year are:

Thursday 30 May 2024

Thursday 31 October 2024

Thursday 25 July 2024

Thursday 5 December 2024

Thursday 29 August 2024

---

### Remuneration

---

This is a voluntary position, and directors are not remunerated. All reasonable expenses incurred by Directors, will be covered.





# The opportunity – Non-Executive Director

The St John NSW Board is strongly aligned to the ACNC and AICD principles of NFP Governance.

---

## The role of the Board of St John NSW is to collectively govern across the following broad areas:

- Set the strategic direction of the organisation and ensure the organisation's initiatives are always directed towards achieving their mission.
- Overall business performance - ensuring the organisation develops and implements strategies and supporting policies to enable it to fulfill the objectives set out in the organisation's constitution. The board delegates the day-to-day management of the organisation but remains accountable for the organisation's performance. The board monitors and supports management in an on-going way.
- Overall compliance performance - ensuring the organisation develops and implements systems to enable it to comply with its legal and policy obligations (complying with statutes such as the Corporations Act 2001 and adhering to accounting standards) and ensuring that the organisations assets are protected through appropriate risk management.

---

## Specific responsibilities include:

- Driving the strategic direction of the organisation.
- Working with the CEO to enable the organisation to obtain the resources, funds, and personnel necessary to implement the organisation's strategic objectives.
- Implementing, maintaining and (as necessary) refining a system of good governance that is appropriate for the organisation.
- Reviewing reports and monitoring the performance of the organisation.
- Regularly reviewing the board's structure and composition, so that these are appropriate for the organisation.
- Appointing – and managing the performance of – a suitable CEO.
- Succession planning for the CEO.

## Duties and expectations of Directors:

- Duties and expectations of Directors of St John NSW are outlined in the [Board Governance Guiding Principles](#).



# Key selection criteria – Non-Executive Director

The Board is looking to appoint two Non-Executive Directors who will bring specific skills in Finance and Clinical Health Care. Prospective candidates should also have experience in governance, diverse perspectives and a genuine alignment to the vision, mission and values of the organisation.

---

## Professional:

- Proven experience as an effective strategic leader.
- Experience in Board governance and practice.
- Senior executive level experience in finance and Clinical Health Care.
- Excellent communication skills combined with excellent relationship skills and proven experience in managing a variety of stakeholders.
- Experience in a member and volunteer organisation.
- A strong conviction to purpose led organisations with the capacity to represent St John NSW and the confidence to speak publicly on behalf of the organisation or advocate to stakeholders, as needed.
- Active membership and/or be a graduate of the Australian Institute of Company Directors (GAICD). A willingness to undertake this training (if required) and continuous governance, risk and other relevant learning is a requirement of the role.
- Relevant professional qualifications.

---

## Personal:

All directors are expected to have a range of attributes including the following:

- To be of good character.
- Commitment to personal & professional development.
- Strategic thinking.
- Analytical & critical thinking.
- Creativity/Lateral thinking.
- Ability to contribute well to meetings.
- Commitment to board decisions.
- A deep and genuine interest in the mission and activities of St John NSW.
- Ability to attain a positive Police Check and Working with Children Check.



## Further information

---

Website

<https://stjohnnsw.com.au/>

---

St John Ambulance Australia (NSW)  
Constitution

[Constitution](#)

---

Annual Report

[St John Ambulance Australia Annual Report 2023](#)

---

Impact Report

[St John Impact Report 2023](#)

---

Strategic Plan

[St John Strategy 2025](#)

---

St John Ambulance Australia (NSW)  
Board Governance Guiding Principles

---

[Board Governance Guiding Principles](#)





For more information



**For all enquiries please contact**

Grace Atkinson | Director

[Grace@peopleforpurpose.com.au](mailto:Grace@peopleforpurpose.com.au)

