

ASSOCIATE DIRECTOR

ORGANISATIONAL OBJECTIVE

Murray River Region Tourism Ltd trading as Murray Regional Tourism is the independent key tourism body for the Murray Region. The Region incorporates the local Government areas of Albury City Council, Berrigan Shire Council, Shire of Campaspe, Federation Council, Edward River Council, Gannawarra Shire Council, Greater Hume Shire Council, Mildura Rural City Council, Moira Shire Council, Murray River Council, Swan Hill Rural City Council, Wodonga City Council and Wentworth Shire Council.

Murray Regional Tourism is a partnership between Local Government, Visit Victoria, Destination NSW and the tourism industry.

POSITION OBJECTIVES

The Associate Director will work alongside the Chair and Board of Directors who have responsibility for the successful operation of the Murray Regional Tourism Board and for supporting and promoting its strategic development and growth. The Board of Directors works closely with the Chief Executive Officer of Murray Regional Tourism.

PRIMARY RESPONSIBILITIES

The Associate Director will work alongside the Chair and Board of Directors who are responsible for the holistic development of tourism across the Murray Region. Some of the functions of the Murray Regional Tourism Board may be delegated to Board committees and the Chief Executive Officer. However the Board has final responsibility for the successful operation of the organisation.

The key responsibilities of the Associate Director who will work alongside the Chair and the Board of Directors include:

- Set the goals and strategic direction of the Murray Regional Tourism Board
- Approval of major projects
- Determine all policies governing the operation of the Murray Regional Tourism Board
- Establishing and determining the powers of Board committees
- Approving the budget and all major items of capital expenditure
- Ensuring compliance with legal requirements
- Monitoring the implementation of the strategic plan
- Working with the Chief Executive Officer to ensure all strategic outcomes are achieved.

KEY SELECTION CRITERIA OF ASSOCIATE DIRECTOR

- Ability to apply strategic thought to key issues
- Competency and experience in a tourism related field
- Proven leadership qualities
- Longer term interest in board position and/or current experience on a board
- Prepared to question, challenge and critique
- A willingness to understand and commit to the highest standards of governance
- High competence or knowledge in the specific and relevant skill or industry background

OTHER INFORMATION

SELECTION

- The Chair will make a recommendation to the Board for final approval.
- Appointments will be made based on leadership, skills and will be geographically based in the Murray Region.

CONDITIONS

The Murray Regional Tourism Board will be seeking an Associate Director who is an industry representative operating in the Murray Region who possess strong industry experience and may also bring skills in one or more of the following disciplines:

- Marketing/Communications
- Financial Management
- Strategy
- Digital/Social Media
- Investment Attraction
- Innovation

The Associate Director's position is held on a voluntary basis and there is no remuneration, however all accommodation and meal expenses for board meetings will be reimbursed. The person will be required to make their own payments for any travel incurred.

The Murray Regional Tourism Board meets on a minimum five occasions within the calendar year. Other monthly meetings are by teleconference.

The appointment is until the Annual General Meeting in October 2019.

As stated in our Constitution an Associate Director:

- Will be invited to attend meetings of the directors but shall have no statutory right to attend;
- Is not entitled to vote at meetings of directors;
- Is not a director within the meaning of section 9 of the Act;
- Will have no responsibilities as a director; and
- May carry out tasks as requested by the directors.

APPLICATION

Applications should be in writing with a brief CV and address reasons for an interest in this role with contact details for two referees.

Applications should be emailed to: chair@mrtb.com.au

For any enquiries please contact Ms Wendy Greiner, Chair, Murray Regional Tourism on 0419 608 239. Formal applications close 5 February 2018 at 5.00 pm.