



## POSITION DESCRIPTION – DIRECTOR, ABORIGINAL HOUSING VICTORIA BOARD

<b>Position:</b>	Director – Vacancy 2025 and beyond
<b>Location:</b>	Melbourne (AHV Head Office is located at Narrandjeri House, 125-127 Scotchmer Street, North Fitzroy, Vic 3068)
<p><b>Company details:</b>          Aboriginal Housing Victoria (AHV) is an Aboriginal community organisation responsible for managing over 1,600 rental properties for Aboriginal and/or Torres Strait Islander people living in Victoria.</p> <p>Our vision is to ensure that Aboriginal Victorians secure appropriate, affordable housing as a pathway to better lives and stronger communities.</p> <p>In addition to being the largest Aboriginal Registered Housing Agency in Australia, AHV is the lead agency for Victoria’s Aboriginal housing and homelessness policy, <i>Mana-na woorn-tyeen maartakoort</i>. As the housing policy lead in the Aboriginal community, AHV has dual roles to hold the Government to account in securing the resources and reforms to implement the policy, while we support sector development to empower Victoria’s Aboriginal community to determine its chosen housing future.</p> <p>AHV’s housing services are targeted to those most in need of support. Through the provision of secure housing by an Aboriginal landlord, AHV helps strengthen and maintain Aboriginal communities and cultural ties.</p> <p><b>Values</b>          Aboriginal cultural values underpin AHV’s values. Our values provide an ethical framework within which all decisions are made and our services are delivered. Our values guide how we relate to our clients, each other and to the Aboriginal and non-Aboriginal community.</p> <p><b>Respect and support</b> for Aboriginal identity and culture and for our tenants and stakeholders  <b>Striving for excellence</b> through leadership in Aboriginal housing and best practice service delivery  <b>Integrity, trust and honesty</b> in all our business activities  <b>Collaborative relationships</b> with our community, tenants, government and stakeholders  <b>Kindness, compassion courtesy and dignity</b> in our relationships with our clients, our stakeholders and with each other</p> <p>AHV is as a workplace taking active steps to stop men’s violence against women and has a zero tolerance approach to violence in any form.</p>	

**Key facts:**

- 1697 properties, 1689 rental properties owned by AHV at June 2024
- 1604 renters at 30 June 2024,
- 4000+ residents or about 8% of Victoria’s Aboriginal and Torres Strait Islander population,
- Nett assets of \$670M, and
- Annual revenue of over \$31M

**The role of the AHV Board:**

The Board is comprised non-executive directors that bring a diverse perspective to the AHV’s consideration of strategic, risk and performance matters; and are best placed to exercise independent judgement and review, and to constructively challenge the performance of management.

The role of the Board is to provide leadership, set AHV’s direction and oversee its operations. This includes setting strategic goals and priorities, and overseeing management’s implementation of strategic objectives and performance. The Board is also responsible for appointment of key positions, including the Chairperson, Deputy Chairperson and Chief Executive Officer (CEO).

The responsibilities of the Board include:

- Overseeing the operation of AHV including management’s implementation of strategy and monitoring, and reviewing performance;
- Providing input and final approval of AHV’s policies;
- Providing input and final approval of AHV’s corporate strategy and annual business plan;
- Approving capital and operating budgets;
- Overseeing the integrity of AHV’s accounting and corporate reporting systems including external audit
- Approving the AHV remuneration framework; and
- Monitoring the effectiveness of the AHV governance practices.

The Board has established committees to assist in the execution of its duties and to allow detailed consideration of complex issues. Current Board Committees are Finance, Audit and Risk; Governance; and Assets.

**Current Board Members:**

Chairperson	Ms Daphne Yarram
Deputy Chair	Mr Damein Bell
Director, Chair of Governance Committee	Ms Duean White
Director, Chair of Finance, Audit and Risk Committee	Ms Janice Morris
Director, Chair of Assets Committee	Mr Alan Herrman
Director	Mr Bevan Mailman
Director	Ms Haleh Homaei

**Director skills:**

- Strategic financial management and asset development experience and housing or not for profit sector expertise and leadership. To actively and constructively contribute to AHV's vision as well as providing input to identify and consider the necessary steps to achieve AHV's objectives, including asset portfolio diversity and growth.
- Director knowledge. An understanding of the Director position including the governance, legal, financial and ethical responsibilities. Knowledge of not for profit regulations, compliance and financial management responsibilities.
- Community based (Social) housing experience and expertise preferred. An understanding of the issues and broad environmental factors effecting the provision of housing to low income households including National, State and local factors.
- Experience and understanding of the housing and broader issues effecting low income Aboriginal and Torres Strait Islander peoples or Aboriginal controlled community organisations.
- Strong financial and commercial acumen with expertise in third party partnerships including where appropriate third-party capital providers (public, philanthropic and private) and establishment of relevant commercial structures.
- Financial and Risk Management expertise and experience. To actively and constructively contribute, consider and approve complex financial matters and reports; and to assess the organisational risks of a broad range of business decisions.
- Professional certifications such as Chartered Accountant (CA), CPA (Certified Public Accountant) or CFA (Chartered Financial Analyst) are considered advantageous.

**Director personal attributes:**

- Communicates effectively and strategically and appreciates the views of others.
- Maintains high ethical standards and complies with Board endorsed principles, philosophy and code of conduct.
- Has a genuine desire to contribute to the improvement of the lives of the Aboriginal community in Victoria and the betterment of AHV.
- Has an understanding of the broad issues facing the Aboriginal community in Victoria.
- Is able to commit to a minimum of 9 Board meetings per year (the number of Board meetings may vary each year, depending on the need for out of session meetings to be scheduled).

**Additional requirements:**

- AHV Directors are required to undertake a police check and Working with Children check.

**Remuneration:**

Sitting fees	Sitting fees are payable, with rates varying for Board and Committee participation.
Travel expenses	Not applicable within the Melbourne metropolitan area; otherwise as agreed.
Other	AHV will reimburse Board Directors' reasonable agreed costs incurred in their role. The Board Director must provide to the Chief Financial Officer documentation to support claims for reimbursement.