



# HA MASTERS COMMITTEE CHAIRPERSON

## POSITION DESCRIPTION

*Hockey Australia is the governing body responsible for providing Australians with the opportunity to play hockey from junior levels through to elite competition, including the Olympic Games. Hockey Australia's 2019-2022 Strategic Plan is the key instrument driving the direction for hockey in this country.*

Our values are central to our way of working. They describe the way in which directors, staff and athletes behave, interact and work together. At Hockey Australia we will:

- continue to **LEAD** by working collaboratively with our stakeholders.
- operate with **INTEGRITY** in all areas of our work by placing the best interests of hockey in Australia at the centre of any decision.
- pursue **EXCELLENCE** both on and off the field of play.
- **INCLUDE** and welcome any person who wants to engage in, and enjoy, our wonderful sport.

We're passionate about helping people lead happy, healthy, and active lives. Hockey Australia celebrates diversity of sex, gender identity, gender expression, sexual orientation, intersex status, ability, skill, cultural background, ethnicity, location, religious or political beliefs, and life stage. There is a place in our sport for everyone, exactly as you are.

HA MASTERS COMMITTEE CHAIRPERSON	
<b>Position reports to</b>	HA Board through the CEO
<b>Core Purpose</b>	The Chairperson is primarily responsible for ensuring the HAMC achieves its overall goals by providing leadership of the committee
<b>Remuneration</b>	The role is voluntary and self-funded. Travel expenses to attend meetings may be reimbursed
<b>Key Responsibilities</b>	<ul style="list-style-type: none"><li>• Ensuring HAMC is working towards the HA vision and strategic objectives</li><li>• Providing input to HA for strategic matters relating to Masters Hockey</li><li>• Maintaining an effective, positive, forward-thinking outlook contributing to the growth and development of Masters Hockey through implemented policies, procedures and practices</li><li>• Ensuring that planning and budgeting is carried out in accordance with HA procedures</li></ul>



	<ul style="list-style-type: none"> <li>• Establishing a framework of risk management to support HAMC and the Operational Groups</li> <li>• Ensuring the scheduling of domestic and international Masters events is negotiated and determined In consultation with HA</li> <li>• Ensuring HAMC and Operational Groups function effectively and deliver against agreed targets</li> <li>• Building capacity to promote the “One Masters” brand recognition to increase visibility and viability of Masters hockey</li> <li>• Identifying potential corporate partnerships in consultation with HA.</li> <li>• Being fully informed/aware of Masters current and future activities and projects</li> <li>• Managing change and addressing conflict within HAMC and the Operational Groups</li> <li>• Liaising with the HA CEO, as appropriate, to keep up to date with current issues impacting HA</li> <li>• Monitoring the need for recruitment to HAMC and/or the Operational Groups</li> <li>• Representing HAMC in an appropriate and positive manner</li> </ul>
<b>Skills &amp; Attributes</b>	<ul style="list-style-type: none"> <li>• Strategic thinking and planning skills</li> <li>• Leadership and management skills</li> <li>• Organisational, Delegation and Communication Skills</li> <li>• Ability to respect confidentiality</li> <li>• Ability to chair meetings effectively</li> <li>• Experience in policy development and implementation</li> <li>• Financial literacy</li> <li>• Team player, uses collaborative skills</li> <li>• Risk management experience</li> <li>• Understanding of the hierarchy of Masters Hockey</li> <li>• Knowledge of the Framework for Ethical Decision Making</li> </ul>
<b>Appraisals</b>	Annual performance reviews conducted by the HA Board   CEO
<b>Child Safety</b>	<ul style="list-style-type: none"> <li>• Hockey Australia is committed to protecting children and young people from harm. We require all employees and volunteers to undergo an extensive screening process prior to appointment.</li> <li>• Employees and volunteers must at all times comply with the HA Safe Hockey Framework, and with all relevant State/Territory child protection legislation and requirements, including obtaining and maintaining all required clearance certificates and declarations.</li> </ul>



	<ul style="list-style-type: none"><li>• All employees and volunteers are required to obtain and provide evidence of a current Working with Children's Check with the appropriate employee or volunteer categorisation.</li></ul>
<b>Integrity</b>	<ul style="list-style-type: none"><li>• All employees and volunteers are required to adhere to HA's National Integrity Framework including the HA Code of Conduct.</li></ul>

