



About GIVIT

At GIVIT we love helping people in need. We're a national not-for-profit that partners directly with councils, recovery outreach teams, charities and community groups to connect needs with generous donors, ensuring that Australians experiencing hardship receive the essential goods and services they need, when they need them most.

GIVIT allows donors to choose how they give, whether donating money, goods or time; GIVIT gives donors the power to help a family recovering from a bushfire, a mum and her children impacted by domestic and family violence, or a young person living with disability. With GIVIT, you choose how you make a difference to someone in need.

GIVIT's unique online donation platform provides a coordinated and transparent solution to donation management. Through our website www.givit.org.au, support organisations request essential, quality items and services for their clients. GIVIT's unique online warehouse eliminates the need for charities and government agencies to store, sort and dispose of unwanted items, saving valuable time and resources. There are no unsolicited donations or warehousing requirements, which can present a major administrative and financial burden especially following large natural disasters.

During times of disaster and emergency, GIVIT works in partnership with the Queensland, New South Wales and Victorian Governments to support local councils, recovery agencies and community services to manage all offers of goods and services.

For further information about GIVIT, please visit www.givit.org.au

Board and Governance Structure

GIVIT is governed and supported by a volunteer skills-based Board of Directors (Board). The Board meets six times a year with Board members attending sub-committee meetings or providing additional pro-bono support (relative to their area of expertise) to the organisation.

The Board is supported by three Board sub-committees, the Finance and Risk Committee, Revenue Committee and ICT Committee.

For further information on the Board, please visit <https://www.givit.org.au/about/governance>

Building our Board

Due to Board renewal, GIVIT is inviting nominations from suitably qualified and experienced individuals to fill up to three Board vacancies for a term of three years. These volunteer positions are an excellent opportunity to work with a committed organisation to deliver significant and measurable social impact.

The Board meets six times a year, with meetings held via videoconference and at the GIVIT head office in Brisbane. Directors may also be invited to participate on Board sub-committees which meet four times a year. As meetings are held via videoconference, a physical presence in Brisbane is not required and we invite and encourage applications from community motivated and experienced candidates from locations in Australia.

Key Attributes:

We are seeking to enhance and strengthen the depth of skills of our Board across the following areas, and candidates with skills and competencies across one or more of these areas are encouraged to apply.

- **Finance/Accounting** An experienced qualified accountant who will oversee GIVIT's strategic financial stewardship and direction, governance, risk management and policy review. The role will Chair the Finance and Risk Committee and engage with the CEO and Head of Support Services on operational financial management.
- **Not for Profit sector experience** Demonstrated experience in Not-for-Profit leadership and management at a community services-based organisation.
- **Legal expertise**, including contract law and negotiation, governance, and the ability to identify and advise on legal risks.
- **Broad-based governance experience in a commercial/corporate context** Experience in overseeing and managing an organisation's strategic planning, performance, revenue generation, and compliance in a corporate environment.

In addition to the specific skills above, your skills and experience in the following areas will be important in our selection process:

- Strongly aligned with the GIVIT values and cause.
- Previous NFP or leadership experience - understanding legal and fiduciary duties and responsibilities, including overseeing compliance with legislation.
- Experience overseeing development and implementation of organisational strategy.
- Knowledge of current not-for-profit governance principles.
- Ability to identify, assess and mitigate financial and organisational risks.
- Excellent communication and critical thinking skills and a proactive and positive attitude.
- Ability to dedicate adequate time to board meeting and preparatory work.

Nomination Process

Expressions of interest to nominate to fill a Board vacancy are invited from suitable qualified individuals. To express your interest in joining the GIVIT board, please email a covering letter demonstrating your suitability for the position, along with a current resume.

Successful applications will undergo a National Police History Check and Bankruptcy check.

Selection Process:

- All expressions of interest will be assessed by the Board Recruitment Committee.
- Short listed nominees will be contacted by the HR Manager for interview with a nominated Board representative.
- Successful nominees will be recommended to the Board at the October Board meeting.
- New directors will attend their first Board meeting in November.

Any questions about the application process or the vacancy please contact hr@givit.org.au