



NON-EXECUTIVE DIRECTORS – 2024 Call for Applications

Organisation: Australian Institute of Food Science and Technology Ltd

Organisation Location: Australia

Number of vacancies: Three (3) Non-Executive Directors

Areas of expertise: Board chair or board committee chair; digital marketing; government relations; membership development and engagement in a small to medium sized not for profit (NFP).

Role Type: Non-Executive Director - Not for profit (NFP)

Remuneration: unpaid. Reasonable expenses will be paid at the discretion of the Board Chair.

SUMMARY

- Seeking three (3) Non-Executive Directors for peak industry body for food science professionals as a result of planned NED rotation – at least 1 of the 3 Directors selected will be a current financial member of AIFST (Professional or Fellow)
- Board chair or board committee chair experience preferred
- AICD or similar qualifications mandatory
- Specific areas of expertise:
 - digital marketing, OR
 - government relations, OR
 - membership development and engagement

Preference will be given to applicants with experience in a small to medium sized membership based NFP organisations.

ABOUT AIFST

The Australian Institute of Food Science and Technology (AIFST) was founded in 1967 as Australia's peak industry body for food science professionals working across the agri-food sector.

AIFST represents and supports those working across many disciplines such as: food science, food technology, engineering, sensory and consumer science, new product development, innovation, food policy and regulation, food safety and quality assurance, nutrition, and microbiology.

AIFST's **purpose** is to *unite food industry professionals in the science of feeding our future.*

AIFST's **mission** is to *advance and inspire all food sector professionals through education, collaboration, and recognition, to champion a robust, innovative, science-based Australian food industry to meet future food needs.*

AIFST fosters a knowledgeable, passionate network of like-minded professionals who are committed to building the national agri-food sector now, to support the future.

AIFST operates according to four key pillars: Grow, Learn, Connect, and Champion:

- **Grow** – personal development, growing the next generation of food scientists and technologists and growing the Institute sustainably.
- **Learn** – about the industry, about advances in science and technology, about other sectors, about things you don't know or need to know. Supporting continuing professional development (CPD) throughout your career.
- **Connect** – connecting members to other likeminded and passionate people - members, industry, academia, and government.





- Champion – a voice for food science and food scientists within industry, academia, and government to grow respect for the industry and the profession.

These in turn define core values surrounding the advancement and nurturing of AIFST members and stakeholders, developing their passion for the Australian agri-food industry, supporting them to contribute within a changing global environment.

The AIFST board is finalising a Strategic Plan for 2024 focused on the strategic vision and key pillars.

AIFST's Strategic Vision is:

- AIFST membership is recognised and valued within the agrifood industry.
- AIFST is recognised as the national independent advocate for food science and food science professionals in the agri-food industry.
- AIFST is identified as the go to organisation in the Australian agri-food industry for leading trends, insights and industry news that enhances the industry operating environment.
- AIFST is recognised as innovative, leading the development of food science and technology professionals, by actively supporting career development, shaping education pathways and industry participation.

For further information regarding AIFST, please visit the [AIFST website](#).

ABOUT THE BOARD

The business of AIFST is overseen by a Board. In accordance with the Corporations Act 2001 (the Act), the Board is ratified by the members at the Annual General Meeting.

The [Board Charter](#) sets out the Board's objectives, authority, composition and tenure, roles, and responsibilities, reporting and administrative arrangements.

The Board, as the governing body of the AIFST, is responsible for governance arrangements. The Board's decisions and actions are made through:

- setting clear strategic directions for the organisation
- ensuring effective and efficient performance by the organisation
- ensuring effective governance processes and practices are in place
- ensuring the AIFST meets the requirements of the law
- facilitating effective consultations between the AIFST, members and key stakeholders, and
- selecting and appointing the Chief Executive Officer.

Board Members will:

- be independent
- pursue the objectives of the organisation
- pursue agreed strategic priorities of the organisation
- act with due diligence, care, and good faith
- be committed to act in the best interests of the organisation as a whole
- be heard at all Board meetings
- exercise independent judgment in decision making
- understand and work within the legal framework of AIFST. Board members may receive periodic presentations to assist in achieving such understanding
- work to promote member confidence in AIFST





- develop, strengthen, maintain, and expand professional networks with respect to AIFST
- deal with other Board members, staff, members and stakeholders with courtesy and respect
- maintain confidentiality
- identify and declare any conflicts of interest, perceived or pecuniary
- prepare for meetings, attend meetings, and participate actively in discussions, raise concerns, and hold AIFST staff and management accountable, and
- determine the level of allowances for the Chief Executive Officer, in accordance with an agreed procedure.

In addition, there is an expectation that, where possible, Directors will actively engage in local AIFST committees and will attend AIFST member events and functions to provide visibility of the board and to build engagement with members and stakeholders.

DIRECTOR APPLICATIONS

AIFST is seeking applications to fill three Board vacancies at its 2024 AGM to be held virtually on 30 May 2024.

Applications are sought from individuals with a genuine interest in AIFST's business who will contribute to the implementation of the 2024 strategic plan and vision, and development of the Institute's offerings to its members' and the global agri-food industry.

The Board has identified the following skills as being required to strengthen the organisation and complement the existing board skills:

- Board chair or NED committee chair experience preferred
- AICD or similar qualifications mandatory
- Specific areas of expertise:
 - digital marketing, OR
 - government relations, OR
 - membership/association subscription

CORE COMPETENCIES

The following outlines the core competencies desired of potential candidates:

- Sound governance knowledge base
- Strategic thinker
- Flexibility and adaptability to environmental changes
- Collegiate working style
- Collaborative in nature with a focus on teamwork
- An ability to understand key financial indicators
- Experience on a prior Board would be helpful
- Knowledge of the food, beverage, agriculture, technology, or manufacturing industries preferable, and
- Understanding of, or experience with, membership organisations preferable.

The term of appointment will be 3 years, subject to the rotations that are required by the constitution.

An indicative annual time commitment would be approximately 10 days per annum, usually comprising of up to 9 board/strategy meetings conducted via videoconference.





In addition to the general Board meetings, a director may be involved in the following committees, which will usually meet 3-4 times per year via videoconference:

- Finance, Audit & Risk Board Committee
- Nomination & Remuneration Board Committee, and
- Scientific & Technical Advisory Committee (Sponsor).

Application Guidelines are available on the [AIFST website](#).

For further information please contact Fiona Fleming on fiona.fleming@aifst.com.au

To apply, please complete the application form available on the [AIFST website](#).

Applications close at 5.00pm (AEDT) on 26 February 2024.

