



## Role description

### Wildcare Tasmania Grants Assessment Committee Member

#### About Wildcare Tasmania

Wildcare Tasmania cares for Tasmania's wild places, wildlife and cultural heritage. We bring together the efforts of passionate volunteers and donors, supported by a small group of committed staff. We have approximately 2,000 members and 60 volunteer groups operating all around Tasmania. Donors are from all walks of life, including outside of Tasmania.

One of the primary objectives of Wildcare Tasmania is to assist the Parks and Wildlife Service and other conservation and land managers to undertake activities necessary to conserve natural heritage on and off world heritage and reserve land in Tasmania. The work undertaken by volunteers includes habitat restoration, bushwalking track management, weed management, injured wildlife care, penguin conservation, threatened species surveys, community engagement and education and heritage building restoration.

Wildcare Tasmania is a Registered Environmental Organisation and operates a Public Fund, the Tasmanian Nature Conservation Fund (TNCF), which accepts tax-deductible donations. Through the [donations portal](#) on the Wildcare website, donors are able to target their gift to the TNCF to specific causes such as conservation of coastal areas, wild walking tracks, Tasmanian devils and the World Heritage wilderness. Wildcare volunteer groups attract significant additional funding for projects through fundraising and external grants.

The TNCF supports the primary objectives of Wildcare Tasmania through a grants program which facilitates donations going to worthy projects.

#### About the Wildcare Grants Assessment Committee

Decision about the use of funds within the TNCF are made by the Grants Assessment Committee appointed by the Wildcare Board.

#### Role

The Wildcare Grants Assessment Committee ensures that donation income is spent in accordance with:

- [Registered Environmental Organisation Guidelines](#); and
- The objectives of Wildcare as stated in the [Wildcare Constitution](#).

## Skills and Conduct

### Committee member skills and qualifications

A majority of members of the Grants Assessment Committee must be 'responsible persons' as described by clause 1.13 of the [Registered Environmental Organisation Guidelines](#).

In addition, the Wildcare Board has identified the following range of desirable skills and fields of expertise:

- Nature conservation
- Reserved land management
- Grant program assessment
- Legal, particularly in relation to not for profit organisations and/or gift funds

Current Wildcare Grants Assessment Committee members are eligible to apply for reappointment.

### Conduct

Members of the Wildcare Grants Assessment Committee have legal and common law duties including the following:

- to act in good faith in the best interests of the objectives of Wildcare Tasmania and the TNCF,
- to not exercise powers provided by their position on the Wildcare Grants Assessment Committee for any purpose other than for the objectives of Wildcare Tasmania,
- to act and make decisions with care and diligence, and
- not to use their position or information gained for a personal advantage or for the advantage of someone else, or in a way which causes detriment to Wildcare Tasmania or the TNCF.

Full member requirements and duties are described in the [Wildcare TNCF Operating Procedures](#).

Wildcare has a [Code of Conduct](#) which Wildcare Grants Assessment Committee members are expected to comply with.

## Commitment required and conditions of role

### Meetings and communications

The Wildcare Grants Assessment Committee meets 3-4 times per year. Meetings are primarily through video-conferencing. Access to, and familiarity with, contemporary IT systems is important. Occasionally meetings may be held in person, although online attendance will always be possible.

Staying informed about environmental management issues in Tasmania is an expected part of the role.

Occasional involvement at Wildcare events, or volunteering activities, is desirable.

### **Additional commitments for Wildcare Grants Assessment Committee Chair:**

The Wildcare Grants Assessment Committee Chair is desirably able to commit to:

- attendance at Wildcare Board meetings 2 times per year (video conferencing is available),
- communications with CEO as may be required,
- attending Wildcare volunteer group activities from time to time; and
- meeting with stakeholders.

### What to expect

This is a responsible position and a professional approach to the role is expected. In return, you can expect a high degree of personal satisfaction from being involved in a meaningful cause, contributing to visible results for Tasmania and being part of the Wildcare Tasmania 'team'.

### Remuneration

This is a voluntary role. Reasonable travel expenses may be reimbursed in accordance with the Wildcare Tasmania policy, although the majority of meetings are via video-conferencing.

**Thank you for considering being a part of the Wildcare Tasmania Grants Assessment Committee!**

### Further information:

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