

ROLE DESCRIPTION – Board Members

The Toowoomba Hospital Foundation

The Toowoomba Hospital Foundation is a non-profit, charitable organisation that exists to promote the activities and services of the Toowoomba Hospital, Mt Lofty Heights Nursing Home and Baillie Henderson Hospital.

The Foundation has now been in existence for 26 years and in operation for 22 years and we have come a long way from just a voluntary committee in-house to the region's most recognised and supported charity.

Our Mission

The Toowoomba Hospital Foundation supports the community by helping to improve local health facilities and services. We assist patients and their families by providing the hospital with equipment and resources and we support hospital staff through providing funding for training, education and research projects.

Our Vision

Connecting with our community to assist our local hospitals.

Our Values

- **Energy**
We are active, enthusiastic and accountable. We make things happen and take pride in our contribution to the community.
- **Collaboration**
We connect with our community our sponsors, donors and partners to respond to the needs of our hospitals.
- **Empathy**
We are compassionate and we inspire compassion in others through the stories of the people in our community and the accomplishments of our hospitals.

The Foundation Board

The Foundation is governed by its Board, whose role includes:

- maintaining high levels of accountability to stakeholders and external regulators;
- developing and protecting the integrity of the Foundation;
- developing strategies and directions for the Foundation;
- monitoring the performance of the Foundation's Chief Executive Officer;
- approving the Foundation's annual budget;
- monitoring the performance of the Foundation against strategic and financial goals;
- identifying and managing areas of business risk;
- raising organisational awareness of the external environment;
- ensuring compliance with statutory, financial, social & corporate governance responsibilities; and
- identifying fundraising opportunities for the Foundation.

Requirements for Board Members

Membership of the Foundation's Board is established by s.18 of the *Hospitals Foundations Act 1982*, which provides that the Minister for Health may appoint to the Board persons "*who, in the Minister's opinion, have an interest in, and are able to help in achieving, the Foundation's objectives*".

Board members must have the following skills and attributes to successfully meet the Board's and the Foundation's objectives:

- strategic capability and leadership;
- an ability to build corporate and community relationships;
- governance / risk management skills;
- audit, accounting and financial management skills.
- fundraising and not-for-profit sector experience;
- previous experience as a Board member; and
- alignment with the Foundation's vision and values.

Experience in one or more of the following is also considered highly desirable;

- grants administration;
- research;
- health policy planning and delivery;
- clinical practice;
- law;
- marketing / digital media / communications / media relations;
- retailing / commercial sector.

Members serve in an honorary capacity and receive no fees for their services on the Board or its Committees.

Expressions of Interest

If you are interested in being nominated for membership of the Board, please e-mail your CV (2 pages maximum) and a covering letter in support of your nomination to the CEO by 5:00 pm Friday 8th June 2018.

Contact: Alison Kennedy, CEO, Toowoomba Hospital Foundation

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