



WRITERS SA

Board Member (Finance)

WRITERS SA

Location	Institute Building, North Terrace & Kintore Ave, Adelaide; & via Zoom
Reporting to	Chair
Working with	Treasurer, Board, Committees, CEO
Position type	Board member with identified skills in finance and/or accounting
Salary details	Voluntary
Term of appointment	Until the organisation's next AGM in May 2023, with the view to continue for an additional two years in an elected position or one year in a co-opted position
How to apply	Applications close 5pm Monday 10 October, 2022. Email your CV and a brief (maximum one page) statement outlining your interest and relevant experience to Tracy Crisp, Chair, Governance Committee: tracy@tracycrisp.com.au

ABOUT WRITERS SA

Writers SA is the peak organisation for writing and literature in South Australia. We are a not-for-profit membership-based organisation that aims to foster, develop and promote writers and a national culture of writing. Established in 1985, Writers SA was the first writers' centre in Australia, and continues to act as a resource for writers of all ages and experiences, assisting both new and established writers on every aspect of writing craft and publishing. While we are a state-based organisation, we collaborate with interstate and international partners, and we are committed to advocating on behalf of all writers in Australia.

ABOUT THE ROLE

WSA's new strategic plan has been developed with an ambitious commitment to our values of openness, impact and community to build the literary infrastructure South Australia needs for a thriving literary ecology.

We are seeking to co-opt up to two new Board members with expertise in the area of fundraising including philanthropy, sponsorship, donations or other donor development to support this commitment. This is an exciting opportunity to contribute to a new area of the organisation's development building on our history, our strong reputation, and our engaged membership.

As a Board member, the role shares responsibility and decision-making with other members of the Board, which includes the understanding of financial information. This board position includes participation in the Finance & Fundraising Committee.

SKILLS AND EXPERIENCE

Essential:

ABN 40 783 458 265

www.writerssa.org.au - info@writerssa.org.au

(08) 8223 7662 - PO Box 43, Rundle Mall, Adelaide SA 5000



WRITERS SA

- Experience in fundraising, including philanthropy, sponsorship, donations or other donor development
- Demonstrated understanding of organisational finance, preferably in the arts or not-for-profit sectors
- Experience of current corporate governance relevant to voluntary and community organisations

Preferred:

- Prior experience on a non-profit and/or arts board

MEETINGS AND TIME COMMITMENT

The role requires attending Writers SA Board meetings every six weeks (with a view to transition to every two months in 2023), and Finance & Fundraising Committee meetings two weeks prior to the regular meeting. Meetings take place after hours on weekdays, at either the Writers SA offices on North Terrace or remotely on Zoom.

For more information about the organisation visit <https://writerssa.org.au>

APPLICATION PROCESS

To apply or enquire about the role, please email Tracy Crisp, Chair, Writers SA Governance Committee: tracy@tracycrisp.com.au using the subject line: *Writers SA Board Member (Finance)* with your CV and a brief (maximum one page) statement outlining your interest in the position.

All applications will be considered by the Governance Committee with final decisions on co-option to be made by the Board. There is no interview process, but if further information or clarification on applications is required the Governance Committee Chair will contact applicants.