

## POSITION

### Board Member (Voluntary)

## PURPOSE

Free To Shine is an Australian child protection organisation working in partnership with local communities in the Siem Reap province, Cambodia to prevent the exploitation and trafficking of girls. We do this by strengthening family and community systems to prioritise the safety and education of their children.

We are looking to recruit 2 board members, with experience on the board of a charity.

By 2030 we aim to be an evidence-led, accredited, sustainable and resilient organisation, with strong partnerships working together to empower communities to keep girls safe and in school. Our 2025-2030 Strategic Plan is structured around five strategic intents:

- Safeguard and strengthen organisational capacity
- Diversify and strengthen funding, to ensure longevity and sustainability
- Attain Australian Council for International Development (ACFID) accreditation
- Attain evidence-based data associated with our programming
- Strategic collaborations with other organisations

As a member of our board, you will contribute your expertise to help guide the organisation in achieving these strategic objectives. Board members commit to a term of 2 years, working collaboratively with fellow directors to ensure strong governance and impactful outcomes. This role will likely suit you if you share our commitment to best practice in child protection, humanitarian issues and gender equity.

## LOCATION

Remote - all meetings are held online.

## ABOUT FREE TO SHINE

Free To Shine exists to prevent school-aged girls being trafficked into the commercial sex industry in Cambodia. We achieve this by focusing on strengthening family and community systems to prioritise the safety and education of their children. Our Goals are Safe Communities for Children; Educated Girls; and Women in Leadership.

Free To Shine has 2 employees in Australia and 15 employees in Cambodia. Our annual impact reports and financial reports are available at <https://freetoshine.org/reports>.

## KEY RESPONSIBILITIES

The accountabilities of the Board include:

- Set the strategic direction and organisational goals
- Undertake joint tasks, such as SWOT analysis, in order to assist development of the organisation's strategic plan
- With the Managing Director, enable the organisation to obtain the resources, funds and personnel necessary to implement the strategic objectives
- Implement, maintain and refine a system of good governance
- Monitor the performance of the organisation, reviewing reports
- Recruit, manage or terminate organisation executives, and set salaries
- Manage risk, succession plan, and write emergency protocols
- Regularly review, suggest amendments, and approve the risk management matrix and risk management register
- Evaluate and authorise registration of appropriate trademarks and Intellectual Property
- Review and approve organisational policies, in accordance with the organisation's set policy review schedule
- Help us raise our profile
- Actively promote the organisation with networks, including potential donors
- Engage new donors and partners
- Attend and participate in Board meetings (as outlined in 'time commitment' below) and contribute to on-going board tasks in between meetings as required

## EXPERIENCE REQUIRED

- 2 years governance experience on the board of a charity
- CEO/Managing Director experience

Experience that will be highly regarded:

- Previous board experience (and preferably experience in Board Chair role) in International Development, with activities and programs being implemented overseas
- ACFID accreditation/compliance
- Fundraising, philanthropy and partnerships
- Policy writing
- Finance/accounting
- Legal, particularly for not-for-profits
- HR

## KEY QUALITIES

- Proven strategic thinker and problem solver
- Speak up and ask the hard questions
- Motivated professional
- Honest and reliable
- Committed to gender equity
- Committed to best practice in child protection

### TIME COMMITMENT

This is a two-year term (includes three-month probationary period), with the option of re-appointment for a further term.

Board meetings are online, two Tuesdays per month (12:00 - 13:00 AEST), plus two Sundays per year (5 hours). Preparation and follow up work is required before and after each meeting.

There is a comprehensive induction, to support you, when commencing your role. The complete induction package is self paced, and is approximately 50 hours.

### REMUNERATION AND CONDITIONS

This is a voluntary position.

Please note: Appointment to this position will require a Criminal History Check and a Blue Card/Working With Children Check equivalent, from the applicant's country of origin.

### HOW TO APPLY

Please email your cover letter and resume to: **[recruitment@freetoshine.org](mailto:recruitment@freetoshine.org)** using the subject line: Board Member.

Three references will be sought including your current position, and a board position.

#### **APPLICATIONS CLOSE ON: Friday 31st October 2025**

Applications will be assessed on a rolling basis; only short listed applicants will be contacted for interview.

Free To Shine is committed to providing an inclusive and diverse workplace where all employees are valued. We appreciate the experiences, skills and perspectives of all individuals. We actively encourage applications from women, people with disabilities and people from diverse backgrounds. Khmer nationals and women are strongly encouraged to apply.