

Board Member (volunteer)

Do you want to shape the way new generations of Victorians learn about environmental sustainability, and connect and contribute to our communities? Join Environment Education Victoria's Committee of Management to influence environmental sustainability education in Victoria.

We are currently seeking individuals with experience in Victoria as a:

- Secondary or primary school administration staff or senior leader
- Secondary school teacher (especially if you have experience teaching VCE environmental sciences)
- Primary school teacher

The following characteristics are highly valued:

- Value and use education, inspiration, and empowerment to make a difference.
- Holds a love of nature and is committed to creating a better tomorrow.
- Expect to have capacity to contribute your professional skills and knowledge as a committee member for a minimum of a two-year term.

About Environment Education Victoria

Who we are and what we do

[Environment Education Victoria](#) (EEV) provides environmental and sustainability educators access to programs, materials, and activities for their curriculum. EEV also connects people and organisations through projects to develop capacity for enriched, sustainable lives. In line with our members' values, EEV is a registered not-for-profit incorporated association and charity (DGR).

Established in 1984, EEV aims to educate, empower, and inspire teachers, students, and community to take action on climate change for a sustainable future. We do this with the following values:

Connect Collaboratively and Inclusively

- We collaborate with educators to build and share knowledge.
- We consult the educational needs of learners of different ages, genders, cultures, and abilities to develop resources.
- We support and facilitate community participation to encourage the collective shift towards a sustainable society.

Inspire and Empower Systems Thinking

- We equip people with knowledge to understand the connections between environmental, economic, social and political systems.

- We inspire and support communities with resources to create their visions of diverse and sustainable futures.

Design for Context and Place

- We facilitate exploration, understanding, and care for local environments through curriculum and learning design.
- We cater learning resources to our member and customer sectors, individuals, and local communities.

Lead with Ambition and Humility

- We are brave, ambitious, and innovative in our approach to educate and empower change.
- We encourage reflection and critical thinking, and challenge the status quo.
- We use research-based approaches and industry best practices to design and improve our products and services.

[Learn more about our vision and strategy on our website here.](#)

Governance

EEV is governed by a volunteer Committee of Management (CoM) comprised of elected members with expertise and knowledge from various parts of the education (Education for Sustainability), public, and corporate sectors. [See our current CoM members here.](#)

The full CoM meet bi-monthly, with subcommittees meeting separately in the alternate months. CoM meetings are held on the second Tuesday of odd months via Zoom and commence at 6.15pm and close at 8.00pm. Meetings will be conducted in a hybrid Zoom and face-to-face manner. A minimum of 4 hours per month in preparation for and attending meetings, and a willingness and capacity to undertake 5 to 10 hours per month towards activities relevant to EEV's strategic initiatives.

Unless you have a strong preference otherwise, committee members will contribute to the external subcommittee focusing on shaping EEV's memberships, partnerships, grants, and contracts strategies. The treasurer will contribute towards the internal subcommittee focusing on operational strategy and governance.

EEV's day-to-day operations are managed by our Executive Officer and staff located across Victoria working with their local communities equivalent to approximately 3.3 FTE.

CoM member responsibilities

The purpose of the Committee Member role is to provide governance and strategic advice to other committee members and collectively to the EO. Committee members must perform their role with due care, skill and diligence.

Responsibilities

- Organisational strategy

- Understand EEV's strategy and be in a position to communicate this both internally and externally
- Actively contribute towards the objectives of the relevant sub-committee and working groups with the aim of actively considering the views of others and providing thoughtful contributions.
- Actively identify, advise, or lead the development of strategic opportunities.
- Meeting participation
 - Actively contribute to the relevant sub-committee, working group, and Committee of Management meetings equitably, respectfully and constructively.
 - Debate constructively and positively with committee members appreciating the diverse experiences and expertise of other members
 - Work with committee members to finalise decisions and recommendations to the extent that all committee members should be comfortable presenting to the Committee of Management.
- Governance
 - Ensure a good working relationship and provide guidance to the Executive Officer towards achieving performance goals for the year.
 - Ensure a good working relationship within the Committee of Management and seek to continuously improve the Committee's strategic and governance guidance to the organisation in delivering its purpose.
 - Engage in Committee of Management succession plans, assist in recruitment processes, and contribute towards induction activities and resources.
 - Perform due care, skill and diligence by raising any governance, compliance, or strategic concerns early with the Vice-President leading the relevant subcommittee or working group.
 - Critically assess the performance of the CoM and suggest improvement opportunities to bi-annual CoM surveys.
 - Engage in governance improvements to increase the resilience and performance of the organisation.

How to Apply

1. Submit your CV and a cover letter explaining your interest in the role and why you think you would be a good fit to secretary@eev.vic.edu.au.
2. We will request an online interview before 19 May 2024.
3. The committee will vote for candidates by 24 May 2024.
4. Onboarding to the committee of management will be completed before the external sub-committee meeting on 24 June 2024.

Note: if you are not yet a member of Environment Education Victoria, you must join prior to formal appointment to the Committee of Management. Membership is a prerequisite for appointment.

Contact Us

If you have any further questions, please don't hesitate to contact our Secretary, Natalie Zheng: secretary@eev.vic.edu.au