



Riding for the Disabled Association Queensland Incorporated (RDAQ)

POSITION STATEMENT RDAQ Board Member

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| <p><input type="checkbox"/> Coach representative – to liaise with and represent the interests of all RDA coaches (voting).</p> <p><input type="checkbox"/> Consumer representative: Riding - to liaise with and represent the interests of all users of RDA accredited services (voting).</p> <p><input type="checkbox"/> Consumer representative: non-Riding - to liaise with and represent the interests of all users of RDA accredited services (voting).</p> | <p><input type="checkbox"/> Volunteer representative – to liaise with and represent the interests of all RDA volunteers and carers (voting).</p> <p><input type="checkbox"/> Horse Welfare representative – to liaise with and represent the interests of Horse Managers of all RDA Member Centres (voting).</p> |
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NB The Board includes the RDAQ Administrative Officer whose role is to liaise with members of all Member Centre Management Committees and support them in addressing emerging administrative and financial issues impacting on their sustainability. This is a non-voting position.

The Purpose of the Board

The Board is tasked with assisting all new and existing Member Centres to:

- 1/ progress the RDAQ's mission,
- 2/ consistently meet the Riding for the Disabled Association of Australia (RDAA) accreditation standards; and
- 3/ share information and resources to improve the quality and safety of all RDA services across Queensland.

The Board comprises six (6) members with a range of diverse skills and experiences, including living with disability, volunteer recruitment and support, horsemanship and horse welfare, and financial and administrative systems as well as of working with key partners within the disability support and or equestrian sectors.

Background

RDAQ is the peak body established to provide leadership, professional development, resources, and accreditation and administrative support to all affiliated Riding for the Disabled centres (RDA) in Queensland. There are currently eighteen (18) RDA centres registered as members of RDAQ. They range from very small centres in remote locations to large multi-service organisations in urban areas.

RDAQ's mission is to: *'To enable people with disabilities and volunteers throughout Queensland to experience enjoyment, challenge, and a sense of achievement through participation in therapeutic, sporting, recreational and educational equestrian activities to improve their quality of life, attain personal goals, and develop life skills'*.

The RDAQ Board is supported by a full-time RDAQ Administrative Officer, and small part-time administrative team, to meet all financial, administrative, and legal requirements of the *Queensland Associations Incorporations and Other Amendments Act 2020* and the *Financial & Performance Management Standards 2019*. All voting positions on the Board are held on a voluntary basis and are elected at an Annual General Meeting. The Board Chair is elected at the first meeting of the calendar year and will be appointed initially for one year.

Mandatory: All members of the Board must be a financial member of a registered Member Centre.

Key Responsibilities of All Board Members:

- ❖ Operate in accordance with the Rules of Association as detailed in the RDAQ Constitution.
 - ❖ Represent the interests of all members of the Association in meetings of the Board and with community leaders.
 - ❖ Identify and nurture opportunities to establish collaborative partnerships among member centres and with key agencies and groups.
 - ❖ Consult regularly with representatives from all member centres throughout Queensland to ensure the Board remains informed about major achievements of individual centres and or emerging issues that may impact negatively on the Association.
 - ❖ Support the member centres to develop and implement modern and effective administration, management and financial practices designed to support the consistent delivery of the RDAQ Mission and sustainability of the Association.
 - ❖ Support the member centres to meet the RDAA accreditation standards and legal requirements of the *Queensland Associations Incorporations and Other Amendments Act 2020* and the *Financial & Performance Management Standards 2019*.
 - ❖ Facilitate ongoing collaboration and information sharing among member centres to promote the development and adoption of innovative practices and or resources.
 - ❖ Maintain an understanding of contemporary best-practice in the delivery of equestrian-based activities to people living with disabilities in Queensland.
- ❖ **Skills and Experience**
1. High level of knowledge and experience in the primary area of focus of the position on the Board, for example volunteering, horse management, coaching.
 2. Sound understanding, or ability to rapidly acquire understanding, of the challenges facing many people living with disabilities in Queensland and the role RDA centres can play in enriching their lives.
 3. Good leadership and people management skills including the ability to work closely with people from a range of professional and cultural backgrounds.

4. Sound ability to provide informed, impartial advice to the Board and the RDAQ Office to enable the achievement of key strategic outcomes to the required standard and within the agreed timelines.

Highly Desirable

Recent experience of working on a management and or advisory committee in a comparable not for profit organisation supporting vulnerable people.

Additional Information

- This is a voluntary position however all reasonable costs incurred through meeting the responsibilities of the position are reimbursed by the RDAQ Office.
- Training and orientation to the position is provided to all members of the Board.
- The average time commitment is estimated to be approximately 7 hours per month, however this may vary to ensure strategic planning and reporting activities are undertaken as required.
- The position may be required to travel to workshops and or RDA Centres throughout Qld.
- The position provides an exciting opportunity to play a rewarding role in making a lasting difference in the lives of people living with a disability in Queensland.



