



Role Description: IBA Board Director

Role	Non-Executive Director
Length of Term – Elected Board Director (x7)	Three Years
Length of Term – Appointed Board Director (x2)	One year with the option to renew

Board Directors are either elected by Brewery Members at the Annual General Meeting or are directly appointed by the Board of Directors to add specific skills and expertise to enable it to fulfill its collective obligations.

About the Role

Elected Directors bring their valuable perspectives that are generally specific to the size, scale, location and unique aspects of their own brewing business. However, once elected to the Board, a Director of the Independent Brewers Association (IBA) has an obligation to make decisions and act in a way that is in the best interests of the organisation and its membership as a whole.

An Elected Director, and the Board as a whole are cultural custodians of the organisation, which includes setting, promoting and monitoring the tone of the IBA and the independent brewing industry more broadly.

Directors must meet the criteria for election or appointment set out in the Constitution and are bound by the Member's Code of Conduct.

Time Commitment

Directors are required to attend and actively participate in a minimum number of meetings each year as set out in the Constitution. The majority of meetings are monthly, online but there are occasions such as strategy sessions and events or activities where some interstate travel is anticipated.

It is estimated that Directors' spend around 6 hours each month preparing for and attending the IBA Board Meeting or attending to other activities.

Directors may not miss more than three meetings in a row without written leave from the Board Chair.

There may also be an occasional additional meeting for financial, compliance issues or if the matter is pressing.

Competencies, Skills and Personal Attributes

A non-executive Director of the IBA must have the following:

- **Knowledge of a Director's responsibilities** – includes an understanding of the role as well as the legal, ethical, fiduciary and financial responsibilities;
- **Strategic expertise** – the ability to review the strategy through constructive questioning and suggestion and contribute to the effective decision making of the board;
- **Industry Knowledge** – experience in the brewing industry supply chain or in a similar industry or organisation.

Individuals with prior experience serving on a commercial or not-for-profit board are highly regarded.

A summary of Director's Duties is available from the Australian Institute of Company Directors [HERE](#).

All Directors are expected to possess the following personal attributes:

- **Integrity** – fulfilling a Director's duties and responsibilities, acting ethically, appropriate independence, putting the organisation's interests before personal interests;
- **Collaborative yet curious and courageous** – a Director must be able to function as an effective team member but also must have the curiosity to ask questions and the courage to persist in robust discussions with management and fellow board members where necessary;
- **Emotional intelligence** – as well as self-awareness and self-management, a Director needs to demonstrate empathy manifested through strong interpersonal skills. A Director must work well in a group, listen well, be tactful yet able to communicate in a cogent and candid viewpoint;
- **Commercial judgement and instinct** – a Director needs to demonstrate good business instinct and acumen, and be able to assimilate and synthesise complex information;
- **Meaningful engagement** – a Director needs to be an active contributor with genuine interest in the IBA and our objectives.

Board Composition

Beyond the 'must have' experience set out above – the IBA also requires a board composition that reflects the diversity of our industry. This includes:

- Broad geographic representation of member breweries;
- Size and scale of representation of member breweries;
- Directors with culturally and linguistically diverse backgrounds, women, people who identify as LGBTIQ+, people with a disability and people who are neurodiverse.

The Board as a whole is also required to have the following additional competencies:

- **Brewing** – hands on experience in the commercial production of beer.
- **Accounting and finance** – the ability to read and comprehend the company's accounts, financial material presented to the board, financial reporting requirements and some understanding of corporate finance;
- **Legal** – the Board's responsibility involves overseeing compliance with numerous laws as well as understanding the individual Director's legal duties and responsibilities;
- **Risk Management** – experience in managing areas of major risk to the organisation;
- **Managing people** – experience in current management thinking on employment, engagement, experience in compensation.
- **Government relations** – a broad understanding of the Australian governmental structures.
- **Environmental sustainability** – broad understanding or experience in key areas of environmental sustainability as they impact they production of beer.
- **Agriculture & supply chain** – broad understanding or experience in the key agricultural inputs and supply chain challenges that affect the production of beer.
- **Hospitality** – broad understanding or experience in a variety of hospitality businesses.
- **Retail** – broad understanding or experience in the alcohol retail environment.
- **Consumer Engagement** – broad understanding or experience in a food or beverage manufacturing or consumer goods business with a focus on effective engagement and communication in today's digital media environment.

The specific competencies, personal attributes and other requirements will be specified in the recruitment material for any individual role depending on the composition of the Board existing at that time.