



## AUSTRALIAN DIVISIONS OF GENERAL PRACTICE

16 August 2004

---

<b>POSITION TITLE:</b>	ELECTED DIRECTOR
<b>REPORTS TO:</b>	BOARD – ADGP
<b>REMUNERATION:</b>	\$12,500 PA

---

### A. **JOB PURPOSE**

To govern the organisation which includes setting strategic direction, monitoring organisational performance and undertaking fiduciary duties as a director of ADGP Ltd.

### B. **SELECTION GUIDELINES**

#### **ESSENTIAL**

- Registered general medical practitioner;
- Experience working within a Division in a governance role;
- Knowledge and skills in areas of board governance, such as finance, policy development, etc;
- Demonstrated commitment to and understanding of ADGP's policies, - Vision, and Vision for the Divisions Network.

#### **DESIRABLE**

- Demonstrated commitment to training in corporate governance by a professional organisation (eg; AICD, AIM);
- Commitment to a team approach.

### C. **QUALIFICATIONS**

- Registered Medical General Practitioner within Australia.

### D. **ROLES AND RESPONSIBILITIES**

#### **Governance of the Company**

- To participate in all ADGP Board meetings, including providing effective discussion and resolution of issues, meeting of fiduciary duties, and meeting the interests of the company;
- Participate in and bring items to the Agenda of the organisation;
- Identify succession planning for the governance of the company.

### **Interaction with Members and Key Stakeholders**

- To advocate on behalf of, and canvass the views of ADGP's membership;
- To ensure the interests of the Divisions Network are communicated and conveyed to key stakeholders;
- To enhance relationships with other key stakeholders within the primary care arena.

### **Leadership**

- Provide leadership to the Divisions Network;
- Participate in the development of long term goals and strategic direction in consultation with the Directors of the Board for the company;
- Liaise with other key General Practice and peak body groups.

### **Corporate Governance**

- To ensure the organisation is well managed, via liaison with the CEO;
- Adhere to the code of conduct of the organisation;
- Participate in performance appraisal processes of the CEO, Chairman, Board and organisation.

### **Other**

- Other duties as directed by the Board.

### **TERM OF APPOINTMENT**

- Elected as per the Memorandum and Articles of Association by the Membership via each State and Territory for a period of two years, or until the nearest AGM.