



BOARD DIRECTOR - POSITION DESCRIPTION

About Queensland Touch Football

Queensland Touch Football (QTF) is the state governing body responsible for the leadership, administration, development and promotion of Touch Football across Queensland. It is an Incorporated Association under the Associations Incorporation Act 1981.

QTF operates within the national framework of Touch Football Australia (NRL Touch Football) and works in partnership with its Member Regions and affiliated associations to deliver the sport at every level — from community participation through to elite representation.

The organisation is in the final stages of a strategic cycle with a vision to **Unite, Inspire** and **Grow** the sport of Touch Football in Queensland. We are collectively driven by our shared values: Forward Thinking, Stronger Together, Leading with Humility, Passionately Proud and Fostering Fun.

Position Information: Director (Non-Executive Director)

Remuneration: Voluntary/Honorary. Agreed expenses reimbursed, supported by documented receipts.

Reports To: Accountable collectively with the Board to the Members of Queensland Touch Football.

Governance and CEO Relationship: The Board collectively appoints, supports, and evaluates the performance of the Chief Executive Officer (CEO). The CEO is responsible for the day-to-day management and operation of QTF, and reports to the QTF Board through the Chair.

Purpose of the Role

The Director contributes to the collective leadership and governance of QTF. Working as part of a unified Board, the Director helps set the strategic direction of the organisation, oversees its performance and risk, safeguards its financial sustainability and reputation, and ensures QTF delivers value to its Members, participants and the broader Touch Football community — acting at all times in the best interests of QTF as a whole.

Role of the Board

The Board is collectively accountable to Members for ensuring QTF achieves its vision, purpose and strategic objectives in an ethical, legal, financially sound and sustainable manner. The Board governs and provides strategic oversight; it does not manage day-to-day operations, which are the responsibility of the CEO. Key collective responsibilities of the Board include:

- Setting and reviewing QTF's strategic direction, vision and values.
- Appointing, supporting, overseeing and evaluating the CEO.
- Approving the annual budget and monitoring financial and organisational performance.

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- Overseeing risk management, compliance and the integrity of financial reporting.
- Ensuring strong relationships with Member Regions, affiliates, partners and government.
- Upholding member protection, child safeguarding and a positive organisational culture.

Diversity, Equity and Inclusion

QTF recognises that diversity of thought, skills, perspectives and lived experience strengthens Board decision-making, enhances organisational performance and supports effective leadership. We encourage applications from individuals who are passionate about contributing to the growth, sustainability and future success of Touch Football in Queensland.

As we work towards Board Gender Equity, QTF is particularly interested in attracting suitably qualified female and/or gender diverse directors to contemporise our Board in line with Industry best-practice.

Eligibility and Appointment

Candidates must:

- Be eligible to act as a Director and not be disqualified from holding office under applicable legislation.
- Hold, or be eligible to obtain, a valid Working with Children Check (Blue Card).
- Hold, or be willing to obtain within a reasonable period of appointment, a recognised Director governance qualification (such as the AICD Company Directors Course or equivalent).
- Demonstrate relevant governance, board, executive leadership, professional, or industry experience that will contribute to the effective oversight and strategic direction of QTF.

Directors are elected by the Members at the QTF Annual General Meeting in accordance with the QTF Constitution and hold office for a three (3) year term, with potential for renewal for a further term.

Time Commitment

Directors will be required to be in attendance at Board meetings (6 per year; approx. 4-5 hours), and preparation for those meetings and participation in occasional out-of-session discussions or events.

The expected time commitment is modest, expected to be around 2-3 hours per week, but will require active engagement and a willingness to contribute thoughtfully to the work of the Board.

How to Apply

QTF is seeking expressions of interest, including referrals through Board and Member networks, ahead of formalising an approach to shortlisted candidates.

Interested candidates, or referrals, should be directed in confidence to the CEO by **October 9 2026**.

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