**Role of National Board Members**

**Sustainable Business Network Incorporated**

*If you are interested in becoming a member of the Sustainable Business Network’s National Board, please see the following information on the duties of board members.*

Governance of the Sustainable Business Network (SBN) exists in the form of five nationally elected and up to five co-opted board members. Their role is to oversee the strategic direction and ensure operations are in line with the Society’s objectives and within budget.

**Formal Duties of the National Board**

It is the purpose and duty of the Sustainable Business Network National Board to:

* Set the strategic direction and policy for the Sustainable Business Network
* Appoint and review the performance of the Chief Executive
* Be available to the national Chief Executive for feedback or discussions relating to matters of the Society,
* Attend up to four National Board meetings per year - including attending a Strategic Planning Day
* Monitor operational and organisational performance
* Ensure compliance with the law
* Maintain appropriate stakeholder relationships
* Oversee reports from the Audit and Risk Committee to ensure usual and proper books of accounts and other records of the business of the Society
* Approve the Annual Report for publication and presentation to the Annual General Meeting

In practical terms being a board member involves:

1. Attending board meetings approximately once every three months (either a ½ day or a full day). Attendance can either be in person or online.
2. Participating in a strategic planning session (either in person or online) – maximum of four days a year.
3. For the more active board members we encourage you to take on specific roles (around areas you have interest or expertise in) e.g. Audit & Risk Committee or the Remuneration Committee – this requires an additional four meetings a year.

If you are interested in becoming a National Board Member of the Sustainable Business Network please fill out the OFFICIAL NOMINATION FORM BELOW

Sustainable Business Network

OFFICIAL NOMINATION FORM FOR ELECTION OF

# NATIONAL BOARD MEMBERS 2023

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| **CLOSING DATE FOR NOMINATIONS: 30 June 2023** |

## INTRODUCTION

Only current financial Impact Investors (formerly known as members), or their representatives, may be nominated as National Board Members. Nominations for membership of the National Board shall be made on this form and hand-delivered or emailed to the National Office of the Sustainable Business Network by the closing date of **5.00pm,** **Friday 30 June 2023** so that we can put your information on the SBN website**.** If the numbers of nominations received for membership of the National Board are insufficient to fill the vacancies on the National Board, nominations shall be taken from the floor at the **National Annual General Meeting being held on Tuesday 18 July 2023**.

If the number of nominations received for membership of the National Board is greater than the number of positions on the National Board then a vote shall be taken to elect the National Board of all members present in person, or represented by proxy at the National Annual General Meeting.

##### POSITIONS FOR NOMINATION

**National Board Members (1)\***

\*The number of positions available on the National Board for the 2023 year is One (1). *As per Clause 9.6 of the Rules, the term of office for each National Board Member shall be for a two-year term. Any retiring National Board Member shall (subject to these Rules) be eligible for re-election.*

**NOMINEE** *(full name, organisation and address):*

**PROPOSER** *(full name and organisation):*

(Note – this must be a separate person to the Nominee)

All nominees are required to supply a profile outlining their involvement, present and past experience within the sustainable development sector, and their goals for the future development of the Sustainable Business Network. **Please limit the profile to 200 words**. This information is required no later than **5.00pm, Friday 30 June 2023** and will be published on the SBN website.