

Non-Executive Director

The Knox School Limited

Applications close: 5 pm AEDT Monday 1 April 2024
(Late applications will not be considered)

Location: Wantirna South

Organisation type: Company Limited by Guarantee, registered with the Australian Charities and Not-for-profits Commission and not-for-profit independent school

Remuneration: Reasonable directors fees may be paid

Website: www.knox.vic.edu.au

Board Appointment – Expression of Interest

The Knox School (TKS) established in 1982 is a progressive co-educational school catering for students from ELC 3 to Year 12.

We are currently inviting expressions of interest to join the TKS School Board to fill an upcoming vacancy. The TKS Board invites applicants from within and external to the school community and seeks to maintain a broad and balanced set of experiences, abilities, perspectives and gender.

Please note: The Board may pay Director Fees.

TKS requires that its directors have experience and qualifications that are relevant to the operation of a Victorian not-for-profit independent school. The Board is currently seeking a person with a specific range of skills, experience and background to strengthen the composition of the Board.

Selection Criteria

Qualifications

Ideally the successful candidate will hold formal qualifications in education and leadership.

Experience and skills

Experience should include the following experience and skills:

- Strong educational skillset including:
 - Demonstrated experience in an executive leadership role in a school environment
 - Experience within an educational environment focused on innovation, entrepreneurship and a positive learning culture
 - Excellent understanding of the management of an independent school/s
- Excellent presentation skills with the ability to clearly articulate and explain concepts
- Experience as a director (desirable but not mandatory).



- Experienced at working in a collaborative environment with people who have a diverse range of opinions and with the confidence to voice a contrary view.

The TKS Board meets at 4:00pm on a Tuesday at least 8 times per annum. Directors are also required to participate in at least one sub-committee with a minimum requirement of at least 5 meetings per annum. Additional meetings and functions are convened as necessary.

If you are interested in joining the TKS Board you will need to submit a completed nomination form and your CV, which will address the selection criteria, via email to Board.chair@knox.vic.edu.au by 5:00pm on Monday 1 April 2024.

All submissions will be reviewed by the Remuneration and Nominations Sub-Committee (Sub-Committee) and will be kept strictly confidential. Short-listed applications will be invited to attend an interview with the Sub-Committee as part of the application process. All applicants will be informed of the outcome of their application.

Please direct any queries or requests for nomination forms to Board.chair@knox.vic.edu.au

Wendy Lewis

Board Chair