Elected Director Duty Statement - 2026

Three (3) vacancies

About Little Athletics Victoria

Little Athletics Victoria (LAVic) is a not-for-profit, state governing body for Little Athletics in Victoria providing modified track and field competition for children. A key objective of LAVic is to develop children of all abilities by promoting positive attitudes and a healthy lifestyle through family and community involvement in athletics activities.

LAVic is affiliated with Little Athletics Australia as one of 7 member states. Membership in Victoria consists of approximately 19,500 athletes competing at 98 Centres across the state. Nationally approximately 90,000 athletes participate in programs. The sport in Victoria is administered by a staff of 1 (7 full time; 3 casual) and is based at Lakeside Stadium at Albert Park.

Victoria is segmented into seven Regions, each with their own appointed committees (formal extensions of the LAVic Board).

Little Athletics Victoria embraces a culture of inclusion, equal opportunity, and advancement in employment regardless of gender, age, sexual orientation, race, ethnicity, cultural background, caring responsibilities, disability, or socio-economic background.

The LAVic Board

The LAVic Board comprises 7 elected members plus 2 appointed Independent Directors.

Three Director vacancies are required to be filled at the 2026 AGM.

Given the diversity of the responsibilities of the Directors, applications are being sought from a wide range of candidates.

This is a unique opportunity to share your strategic ideas and experiences with a membership-based State Sporting Organisation which has a direct and positive impact on local communities throughout Victoria. Experience working on a Board is not essential.

Key Board Responsibilities

The LAVic Board provides leadership and governance for:

- Oversight of the business operations;
- Oversight of governance responsibilities;
- Oversight of financial management;
- Compliance with OHS responsibilities;

- Review of organisational and program reports; and
- Development & delivery of LAVic strategic plans.

Child safety

Little Athletics Victoria is committed to providing a child safe environment in accordance with the 11 Child Safe Standards set out by the Commission for Children and Young People.

Committee contribution.

LAVic has a number of committees of the Board: Performance & Nominations, Finance & Audit, Governance & Risk, and Region Advisory Committee. Each Director is required to sit on at least one committee.

Length of Term

A person elected to the role of Director holds office for a term of three (3) years. They can be re-elected for an additional consecutive term (6 years in total).

Meetings and Time Commitment

The Board meets on the 3rd Tuesday of most months, by videoconference and on occasion in person. Meetings typically run from 6pm to 8pm. Additionally, committee meetings are held periodically and typically in the week prior to Board meetings. Attendance of the Annual General Meeting and any Special Board meetings is expected.

Selection Criteria

LAVic is looking to elect three (3) Directors that collectively possess a range of personal and professional skills, that may include:

- A demonstrable passion for sport and a genuine understanding and respect for the opportunities and health, social and other benefits that Little Athletics Victoria presents to the entire Victorian community.
- Strategic thinking, with an ability to build a shared understanding of, and commitment to, a vision for the sport.
- The ability to relate to people at all levels.
- The ability to influence and work collaboratively with a range of interest groups including employees, officials and volunteers, members, and supporters.
- Demonstrate integrity in all dealings, be honest and open, listen to and consider stakeholder and staff views and act in a way that reflects the culture and values of Little Athletics Victoria.
- Business operational skills and experience in such areas as marketing, human resources, finance, governance, legal, IT and membership management.
- A working knowledge of, an affinity for, and prior involvement in, Little Athletics.

Note, the Victorian State Government mandates that the Boards of all State Sporting Organisations, including Little Athletics Victoria, have a minimum of 40% female Directors which equates to a minimum of 4 Directors. (Review the Government's official position & reasoning **HERE**).

Qualifications from the Australian Institute of Company Directors or the Governance Institute will be advantageous but not essential.

Please note if you believe you have other experiences that enable you to make a positive

contribution to LAVic as a Director, we would like to hear from you.

Workplace inclusion

Little Athletics Victoria embraces a culture of inclusion, equal opportunity, and advancement in employment regardless of gender, age, sexual orientation, race, ethnicity, cultural background, caring responsibilities, disability, or socio-economic background.

Conflicts of interest

LAVic Directors are required to comply with the Conflict of Interest Policy, a copy of which can be found HERE.

Remuneration

LAVic Directors are paid a Director's fee at the rate of $1,800 per annum inclusive of superannuation. Directors in the first year of their term must undertake the 'Governance Fundamentals' course (to be completed within 6 months of commencing the term), conducted by the Governance Institute of Australia, in lieu of payment of the Directors fees.

Website

LAVic has a comprehensive website which includes information and news items on all facets of its activities, services, and programmes.

The website address is: www.lavic.com.au

Nomination

Application is via submission of a completed LAVic Elected Director Nomination Form.

Nomination forms can be downloaded from the LAVic website – click **HERE**, or completed online – click **HERE**.

In the first instance general enquiries should be directed to Anthony McIntosh, Chief Executive Officer, Little Athletics Victoria Telephone (03) 9960 8600 or email office@lavic.com.au

Timelines - Important Information for Candidates

Nominations close at 11.59pm on Friday 5th June 2026. The Annual General Meeting is scheduled to take place on Saturday 25th July 2026.