

Position Description

Independent Member - Finance, Audit and Risk Committee

Role purpose

Independent Members of the Finance, Audit and Risk (FAR) Committee contribute independent expertise, analysis and judgement to assist the Board in fulfilling its oversight responsibilities in relation to finance, audit, risk, investment and related asset matters within the Committee's scope.

Independent Members act in an advisory capacity to the Board through the FAR Committee and do not have director duties or authorities.

Key responsibilities

Independent Members are responsible for:

- contributing to the effective operation of the Finance, Audit and Risk Committee in accordance with its Terms of Reference and contemporary governance practice;
- providing independent advice and constructive challenge in relation to:
 - financial management, performance and sustainability;
 - financial reporting, audit and assurance;
 - organisational risk management and compliance; and
 - investment and property matters within the Committee's scope;
- reviewing and considering financial reports, budgets and forecasts prior to their submission to the Board;
- supporting oversight of internal control systems, financial reporting processes and audit arrangements, including consideration of audit findings and management responses;
- contributing to the identification and oversight of material strategic, financial and operational risks;
- assisting the Board to understand complex or emerging financial, risk or assurance-related issues;
- preparing for and actively participating in Committee meetings, including reviewing papers in advance and engaging constructively in discussions;
- declaring and managing actual or potential conflicts of interest and maintaining confidentiality of Committee and organisational information.

Understanding the organisation

Independent Members are expected to develop and maintain an appropriate understanding of SHINE SA's purpose, operating environment and risk profile to enable effective contribution to the work of the Committee, including awareness of the funding, regulatory and service-delivery context in which the organisation operates.

Relationship with the Board and Management

Independent Members:

- are appointed by and accountable to the SHINE SA Board;
- operate under the direction of the Chair of the Finance, Audit and Risk Committee;
- work collegiately with Board members serving on the Committee;
- engage with the Chief Executive Officer and senior staff who attend Committee meetings;
- respect the distinction between governance oversight and operational management.

Access to information and advice

Independent Members will be provided with information and materials necessary to fulfil their Committee role.

Through the Committee Chair, Independent Members may request additional information or clarification from management where required, and may seek access to external professional advice where the Committee considers this appropriate.

Key Selection Criteria

Financial and risk literacy	Ability to understand and interrogate financial statements, budgets, risk information and assurance reports.
Governance judgement	Ability to exercise independent, objective judgement in a committee and board advisory context.
Analytical capability	Ability to analyse complex information, identify key issues and focus on material risks and implications.
Committee contribution	Ability to contribute effectively in a collegiate governance setting, including asking constructive questions and engaging respectfully with differing perspectives.
Desirable	<ul style="list-style-type: none"> • Experience in not-for-profit, public sector or government-funded organisations. • Experience in finance, accounting, audit, risk management or assurance • Exposure to investment or property oversight.. • Previous board or committee experience.

Values-aligned contribution

In contributing to the work of the Finance, Audit and Risk Committee, Independent Members are expected to:

Act with integrity and accountability

Demonstrate honesty, independence and ethical judgement; act in good faith and in the best interests of SHINE SA; declare conflicts of interest and maintain confidentiality of Committee and organisational information.

Support SHINE SA's purpose and values

Bring an understanding of, and commitment to, SHINE SA's role in advancing sexual and reproductive health and rights, and recognise the importance of sound governance in supporting impact, equity and sustainability.

Engage respectfully and constructively

Contribute to Committee discussions in a manner that is collegial, respectful and inclusive; value diverse perspectives; and balance constructive challenge with collaboration.

Exercise sound judgement

Apply professional judgement in a measured and pragmatic way, focusing on material risks and long-term organisational interests rather than operational detail.

Demonstrate commitment to stewardship

Commit the time and attention required to prepare for meetings, participate actively and support the Committee and Board in fulfilling their governance responsibilities.

Time commitment

The role involves preparation for and attendance at:

- four Finance, Audit and Risk Committee meetings per year (minimum);
- meetings of approximately 1.5 hours' duration;
- preparation time of approximately two hours per meeting.

Meetings are held on a hybrid basis, combining online participation with Adelaide CBD office-based meetings as required.

Term

Initial appointment is for a two-year term, with eligibility for reappointment, in accordance with the Finance, Audit and Risk Committee Terms of Reference.

Eligibility and probity

Independent Members are required to:

- meet eligibility requirements applicable to governance roles in a health and community services organisation; and
- complete probity and integrity checks as determined by the Board, including regulatory and insolvency checks.