



Wildcare Gift Fund Committee Member Role Description

About Wildcare

Wildcare Tasmania cares for Tasmania's wild places, wildlife and cultural heritage. Wildcare is a team of passionate volunteers and donors, supported by a small group of committed staff. Wildcare has around 6,000 members and 70 volunteer groups operating all around Tasmania. Donors are from all walks of life, including outside of Tasmania.

One of the primary objectives of Wildcare is to assist the Parks and Wildlife Service and other conservation and land managers to undertake activities necessary to conserve natural heritage on and off world heritage and reserve land in Tasmania. The work undertaken by volunteers includes bushwalking track management, weed management, injured wildlife care, penguin conservation, whale rescue, threatened species surveys, cave preservation, community engagement and education and building restoration.

Wildcare is a Registered Environmental Organisation and a Registered Charity. Wildcare operates a Public Fund, (Wildcare Gift Fund), which accepts tax-deductible donations. The Gift Fund supports the primary objectives of Wildcare as described in the [Wildcare Constitution](#). Through the [donations portal](#) on the Wildcare website, donors are able to target their gift to specific causes such as conservation of coastal areas, wild walking tracks, Tasmanian devils and the World Heritage wilderness. Wildcare volunteer groups attract significant additional funding for projects through fundraising and external grants.

About the Wildcare Gift Fund Committee

In accordance with the requirements of operating a Public Fund, decisions about the use of funds within the Gift Fund is made by a Committee appointed by the Wildcare Board. The Wildcare Board 'opens' the Gift Fund by calling for project applications twice per year.

The Wildcare Gift Fund Committee assesses the project applications and advises the Wildcare Board of the outcomes.

Role

The Wildcare Gift Fund Committee ensures that donation income is spent in accordance with:

- [Registered Environmental Organisation Guidelines](#); and
- The objectives of Wildcare as stated in the [Wildcare Constitution](#).

SKILLS AND CONDUCT

Committee member skills and qualifications

A majority of members of the Gift Fund Committee must be 'responsible persons' as described by clause 1.13 of the [Registered Environmental Organisation Guidelines](#).

In addition, the Wildcare Board has identified the following range of desirable skills and fields of expertise:

- Nature conservation
- Reserved land management
- Legal, particularly in relation to not for profit organisations and/or gift funds
- Business and industry
- Marketing and public relations, particularly in relation to philanthropy.

Current Wildcare Gift Fund Committee members are eligible to apply for reappointment.

Conduct

Members of the Wildcare Gift Fund Committee have legal and common law duties including the following:

- to act in good faith in the best interests of the objectives of Wildcare and the Wildcare Gift Fund
- to not exercise powers provided by their position on the Wildcare Gift Fund Committee for any purpose other than for the objectives of Wildcare;
- to act and make decisions with care and diligence; and
- not to use their position or information gained for a personal advantage or for the advantage of someone else, or in a way which causes detriment to Wildcare or the Wildcare Gift Fund.

Full member requirements and duties are described in Clause 3.5 of the [Wildcare Gift Fund Operating Procedures](#).

Wildcare has a [Code of Conduct](#) which Wildcare Gift Fund Committee members are expected to comply with.

WHAT LEVEL OF COMMITMENT IS NEEDED?

Meetings and communications

Based on the current Wildcare Gift Fund opening schedule set by the Wildcare Board, the Wildcare Gift Fund Committee will meet at a minimum of 2 times per year to make decisions about project applications. If this schedule changes, the number of required Gift Fund Committee meetings may change.

An additional meeting will be held once per year to review:

- the causes listed within the Wildcare donations portal; and
- the operation of the Gift Fund process.

Meeting locations will be determined by Committee members.

There will be communications between meetings via email and phone.

Attendance at Wildcare member gatherings, which are held in different regions of Tasmania 1-2 times per year, is desirable.

Staying informed about environmental management issues in Tasmania is an expected part of the role.

Additional commitments for Wildcare Gift Fund Committee Chair: The Wildcare Gift Fund Committee Chair is desirably able to commit to:

- attendance at Wildcare Board meetings 2 times per year
- communications with CEO as may be required
- attending Wildcare volunteer group activities from time to time; and
- meeting with stakeholders.

What to expect

You can expect the Wildcare Gift Fund Committee to be a group of passionate people with diverse skills who share a commitment to the not-for-profit ethos and to the care of Tasmania's wild places.

This is a responsible position and a professional approach to the role is expected. In return, you can expect a high degree of personal satisfaction from being involved in a meaningful cause, contributing to visible results for Tasmania and being part of the Wildcare 'team'.

Remuneration

This is a voluntary role. Reasonable travel expenses will be reimbursed in accordance with the Wildcare policy.

Further information:

Sharon Smith, Wildcare CEO, sharonwildcare@gmail.com, (03) 61654149
Bob Tyson, Wildcare Gift Fund Committee Chair,
bobbennytyson@gmail.com, 0428248808