

POSITION DESCRIPTION

WDV Board Director (Voluntary Role)

POSITION CONTEXT

WDV is the peak organisation for women with disabilities in Victoria. Our mission is to advance real social and economic inclusion for women and gender diverse people with disabilities in Victoria by being a voice, creating opportunities to be visible and heard, building partnerships to deliver the best results, and engaging the community to challenge attitudes and myths about women and gender diverse people with disabilities.

WDV values are equal opportunity, effectiveness, creativity, accessibility, diversity, respect, accountability and collaboration.

The WDV Board of Directors is the voice of our members. The Board's job is to set the strategic direction of, and govern, the organisation. Our work includes advocacy, representation, and implementing projects. We also raise awareness, through workforce training, about issues facing women and gender diverse people with different kinds of disability across Victoria. We seek to advance intersectional gender equity and invite women, nonbinary and gender diverse people to apply.

THE ROLE

Position Location: Online.

Remuneration: This is an unremunerated position; however, a token sitting fee payment is available and approved expenses will be reimbursed.

Board and Committee meetings

- Attends Board Committee meetings regularly (approximately every 2 months).
- Reads papers and consider issues before the meetings.
- Contributes to the discussion and resolution of issues at meetings.

Legal and Ethical Responsibilities

- Avoids making any improper use of your Board position, or of any information acquired by virtue of your position, to gain any material advantage for yourself or any other person, or to harm the organisation.
- Acts with reasonable care and in good faith in the best interests of WDV.

Probity & Compliance Requirements:

- Current consent to check and release National Police Record with a satisfactory outcome.
- Must possess Australian Citizenship, permanent resident status or applicable work visa.

DESIRABLE KNOWLEDGE, SKILLS AND EXPERIENCE

Lived experience of disability – personal understanding of disability challenges, particularly for women and gender diverse people

Governance and leadership experience – board service, strategic planning, risk management, financial literacy

Advocacy skills – individual and systemic advocacy experience, particularly for disability rights

Legal and policy knowledge – understanding of disability legislation, NDIS, CRPD, and policy development

Community sector experience – work in not-for-profit organisations, disability services, or community advocacy

Grant writing and fundraising experience – securing funding and developing organisational sustainability

Research and evaluation skills – developing impact measurement tools and evidence-based approaches

Mentoring and capacity building – supporting other women with disabilities to develop leadership

Stakeholder engagement – building relationships with government, organisations, and community groups

Regional or diverse community connections – ability to reach women with disabilities across Victoria

Professional qualifications – relevant degrees or certifications in law, policy, psychology, social work, or related fields and work experience.

We have a disability-friendly work environment.

We particularly encourage applications from women with disabilities, including those from diverse backgrounds, such as LGBTQI+, Aboriginal and/or Torres Strait Islander, Culturally and Linguistically Diverse (CALD), migrant, and refugee backgrounds.

We seek to advance intersectional gender equity and invite women, nonbinary and gender diverse people to apply.

We understand that women, gender diverse people with disabilities, and people from other underrepresented communities may not have had the same access to opportunities. So even if your experience or skills don't exactly match the listed requirements, we still encourage you to apply. We value diverse perspectives and are committed to fostering growth and learning.

The Position Description can be downloaded from our website at <https://www.wdv.org.au/get-involved/current-vacancies/>

For further information on how to apply and how to submit your completed application please see the link below:

<https://www.wdv.org.au/recruitment-applications/>

Please note all applications must include:

- Resume
- Cover Letter addressing desirable knowledge, skills and experience

Any enquiries regarding the role please email Recruitment at recruitment@wdv.org.au

Applications close: 9:00AM, Monday 4th August 2025

PD Approved: July 2025

PD – WDV Board Director – July 2025