

ACTIVATE DEVELOPMENTS

DIRECTOR POSITION ADVERTISEMENT | FEBRUARY 2025

Activate Developments is looking for a new Director to join the Board for the purpose of helping Activate Developments at a governance level to continue to bring hope and transform lives in the community.

About Us:

Activate Developments mission is Activating Community Transformation.

Their different development portfolios allow for a two-pronged approach to their mission: Build healthy homes for those in need; and generate income to support the work of the Activate Faith Group.

Vision Statement: To transform lives and by doing so, our communities.

About the Role:

We're looking for another Director to join our Board to provide sound governance, leadership and strategic direction for the General Manager, management and staff to ensure Activate Development functions and operates at a high level in line with best practice, serving its purpose and in-line with its mission, vision and values, and the overall mission and vision of the Activate Faith Group. Board meetings take place every 4-6 weeks.

Specific Duties & Responsibilities:

General Manager appointment and oversight

- The board of directors hire the General Manager and empowers him/her to oversee and lead the organisation to outwork the strategic direction set by the board in line with the organisation's mission, vision and values.
- The General Manager reports directly to the board and relates closely with the board chairperson.
- The board defines the General Manager's job responsibilities, providing support and encouragement and annually assesses the General Manager's performance.

Operations and Strategic Planning

- The board, with the support of the General Manager is responsible to develop the strategic direction of the organisation, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets.
- The board, with the support of the General Manager, is responsible to set the mission, vision and values for the organisation in conjunction with the Activate Faith Group.
- The board is responsible for the organisation's culture and to ensure its objectives align with the Activate Faith Group's wider culture, mission and redemptive purpose.

- To direct, support and empower the General Manager in their management and leadership of the organisation.
- To ensure strong governance of the organisation, whilst maintaining a clear distinction between the responsibilities of the Board and that of management.
- To ensure effective communication between the Board and the Activate Faith Group, including its parent entity, and other entities.
- To promote the organisation in a way that safeguards the good name and values of the organisation and the Activate Faith Group.
- To scrutinise board papers.
- To scrutinise and approve any new initiatives presented to the board.
- To ensure objectives are reached and costs are kept within agreed allowances.
- To set the example of and drive the culture of the organisation at board level, ensuring it is carried throughout the whole organisation.

Financial Management

- Scrutinise and approve budgets, including significant capital expenditure.
- Ensure financial systems and procedures are implemented and maintained.
- To ensure the financial stability of the organisation – by reviewing budgets and monitoring performance against these through regular financial reports.
- To protect and manage the property of the organisation and to ensure the proper investment of the organisation's funds.
- To ensure the organisation uses its resources exclusively in pursuance of its objectives.

Risk Management

- Ensure the organisation adheres to its governing document, charity law, company law, the principles the Treaty of Waitangi, the Privacy Act and other relevant legislation or regulations.
- To always act in good faith and in the interest of the organisation.
- To ensure the organisation pursues its objectives as defined in its governing document.
- To maintain the confidentialities and unity of the board.
- To disclose any conflict or potential conflict of interest.
- To ensure health and safety standards are in place and that the organisation is meeting its obligations under the Health and Safety at Work Act 2015.

Expectations

- Board members are required to attend meetings on a regular basis, participate, as required, in various sub-committees and be familiar with the products and services of the organisation.

Length of Term

- Appointments to the board is made by the shareholder and reviewed on an annual basis and confirmed at the organisation's annual shareholder's meeting.

Candidate Requirements:

Experience

- Experience business, and/or governance
- Desire to add value in the social/community sector
- Knowledge in area/sector that is relevant to the organisation's operations.
- Experience operating in an environment which requires cultural awareness and sensitivity.

Personal attributes and behaviours

- Authentic Christian lifestyle and participation in church life.
- Alignment and agreement with the Acts Churches Statement of Faith.
- Passion for community business and community transformation.
- Ability to express views and concerns in meaningful dialogue.
- A willingness to participate in self-development activities and training.
- Understanding that as part of our obligations under the Children's Act 2014, all staff, including board members, paid employees and volunteers must undergo police vetting.

What We Offer:

- Be part of a passionate team committed to making a difference.
- A supportive and inspiring governance environment, always evolving and growing to better support the needs of the community around us.
- Professional development opportunities.

Expressions of interest:

If you share our values and can provide sound governance, leadership and strategic direction, please email your expression of interest to Caleb Firth, Group General Manager, at caleb.f@activatefaithgroup.nz