



## **Information and application guidelines for Future Farmers Network non-executive director positions**

### **FFN Board composition**

FFN Board comprises nine non-executive directors at present. The FFN Constitution requires half of the non-executive Directors to retire each year. Appointments are for a period of two years, with retiring Directors able to nominate for re-election.

The constitution dictates that the FFN Board must have a minimum of three and no more than eleven Directors, Accordingly there is a need for the recruitment of up to five Directors in 2017. A Director is required to be an FFN member to qualify for appointment.

### **The FFN Selection Committee**

Directors are elected by the Company's members at the Annual General Meeting each year. Candidates put forward for election by the members will be endorsed by the Nomination and Remuneration Committee following an interview by that committee. The number of candidates proposed by the Nomination and Remuneration Committee for election by members at the 2017 AGM must be equal to the number of vacancies to be filled; in 2017 this will be up to five candidates.

### **Time commitment required of FFN Board Directors**

An indicative annual time commitment would be approximately fifteen days per annum usually comprising of six board/strategy meetings, two of which are conducted via teleconference. Face to face board meetings/strategy days are held twice annually and may be held at different locations around Australia. In addition to the general Board meetings, a Director may sit on the following committees, which will usually meet 3-4 times per year via teleconference.

- Finance, Audit & Risk (FAR) Committee
- Nomination & Remuneration (N&R) Committee

Where possible, if committee meetings are required to be held in-person they will be held adjacent to Board meetings. Additionally, FFN Directors may be required to attend associated industry events and meetings (e.g. industry forums) on behalf of FFN. These events and meetings may be held in various locations around Australia.

FFN will cover reasonable travel costs when Directors' attendance is required at board meetings or industry events.

### **FFN's commitment to diversity**

FFN takes into account the ASX Corporate Governance Principles and Recommendations and is committed to providing an environment, which respects and promotes diversity. FFN recognises that a workforce which represents a diverse range of backgrounds, age, ethnicity and gender will enable FFN to provide optimal service to its stakeholders.

### **Candidate Selection Process**

The Nomination & Remuneration Committee meets early each year to determine the skills to be sought in candidates, to both fill 'skill gaps' and provide a balanced Board, and to agree a selection process.

Advertisements for Directors are then placed through the Australian Institute of Company Directors (AICD) and circulated to members seeking applications and a targeted search process occurs simultaneously. All nominations must be endorsed by an FFN member. Applications are received electronically submitted directly to the FFN Executive Officer, Mr Toby Locke. Applicants will receive a confirmation receipt of their application within 24 hours.

Following the conclusion of the advertisement and search processes, the Nomination and Remuneration Committee will meet in October to agree on a shortlist of candidates for interview. Candidates who are not shortlisted will be notified immediately. The members of the Nomination and Remuneration Committee will form a panel to interview the shortlisted candidates via teleconference in October.



Interviews will be approximately one hour in duration and during the interview, candidates will be expected to present their credentials for inclusion on the Board (how they meet the criteria and how they can contribute to the Board, their ideas on FFN's contribution to the food and fibre industry, their thoughts on industry issues affecting young farmers in Australia etc) and the Committee will ask a series of questions. There will also be an opportunity for the candidate to ask questions.

Candidates who are interviewed should expect to hear about the progress of their application no earlier than mid-October.

### **2017 Prospective Candidates**

The skills and experience sought year to year in Director Candidates are guided by the skills and experience of the retiring Directors and the skills balance requirements of the Board.

For 2017, applications are sought from prospective candidates who have the skills and experience in one or more of the following areas:

- Enabling information technology
- Business finance
- Private sector non-executive Director experience

All applicants will be expected to have:

- Sound governance awareness and knowledge base
- Good communication skills, at ease relating to a broad range of people with a collaborative approach in making an active contribution to strategic Board discussions.
- Ability to review and question research and information presented to the Board
- Ability to interpret financial statements

Directors of the FFN Board collectively should have knowledge, understanding or experience across the broader agriculture and business sectors including but not limited to;

- Agriculture and agribusiness
- Agriculture related business and financial management
- Regional and rural youth issues and networks
- Education and skills
- Regional development
- Farming innovation
- International markets.

We encourage all applicants to reassess their candidacy each year against the preferred skills and experience sought, as this changes on an annual basis.

### **Format of applications**

Applications should include:

- A short cover letter outlining the skills and experience the candidate brings to the Board
- A full resume detailing work history, relevant experience and qualifications. Please remember to include your full contact details.
- Details of two Referees including contact details
- All applications should be endorsed by a current member of FFN

Applications should be received no later than Friday 13 October 2017 and submitted electronically to FFN Executive Officer, Toby Locke at: [toby.locke@futurefarmers.com.au](mailto:toby.locke@futurefarmers.com.au). For further information contact FFN Chair, Dan Korff on 0447 418 485.