

Non-Executive Director Position Description



AUSCYCLING OVERVIEW

AusCycling is Australia's peak body for riding and cycling, representing the interests of Australians who ride for recreation, transport, community connection and competition.

Formed in 2020 through the unification of 18 state, territory and national cycling organisations, AusCycling leads the development, growth and performance of riding and cycling across every discipline — from grassroots participation, education and club development through to international competition at the Olympic, Paralympic, Commonwealth Games and World Championship level.

Our vision is to make Australia a nation of bike riders. We work to create safe, inclusive and accessible opportunities for people of all ages, backgrounds and abilities to ride, participate, volunteer, compete and belong. Through programs such as AusBike, our national events calendar, club support, participation initiatives and stewardship of the ARA Australian Cycling Team, we help build stronger communities and clearer pathways across the sport and broader riding ecosystem.

AusCycling operates in a complex environment spanning community sport, high performance, education, major events, infrastructure, participation, government partnerships and commercial sustainability. Our work requires strong relationships across federal, state and territory systems, including sport, recreation, transport, education, tourism, international engagement and major events. Effective alignment across this landscape helps unlock investment, strengthen advocacy and deliver lasting national impact.

Guided by our United2032 strategy, AusCycling is building a vibrant, sustainable and high-performing organisation through to the Brisbane 2032 Olympic and Paralympic Games and beyond. The strategy provides a three-horizon roadmap: first establishing the foundations of a unified national organisation, then driving innovation and sustainable growth, and finally accelerating opportunities that create enduring community legacy.

Non-Executive Directors, both elected and appointed, play a significant role in this journey. They contribute to strategy, oversee organisational performance, support long-term sustainability and help ensure AusCycling delivers on its responsibilities to riders, members, clubs, athletes, volunteers, partners and communities.

The years ahead will bring significant opportunity and change, shaped by participation trends, technology, infrastructure, community expectations, major events and the broader policy and investment environment. Through this change, AusCycling's commitment remains clear: to act in line with our values, protect the welfare of our riding and cycling communities, champion inclusion, connection and diversity, and unleash the unbound potential in every body.

For those considering nomination to the Board, this is a meaningful opportunity to help shape the future of riding and cycling in Australia — supporting a movement with the power to improve lives, strengthen communities and leave a lasting national legacy.



DIRECTOR POSITION DESCRIPTION

The Role of an AusCycling Non-Executive Director

Non-Executive Directors of AusCycling provide independent oversight, strategic guidance, leadership, and governance expertise without engaging in day-to-day operations. They have legal and fiduciary obligations under the Corporations Act 2001 (Cth) and common law to govern AusCycling effectively, acting in its best interests while ensuring compliance and ethical standards.

As a Non-Executive Director, you will:

- Contribute to the strategic direction and governance of the organisation leaving executives and staff to manage the day-to-day operations.
- Provide oversight of organisational risk, performance, and compliance to ensure long-term sustainability.
- Understand the broad range of activities and financial position of AusCycling, and the environment in which we operate from grassroots to the international stage across all disciplines of cycling.
- Actively contribute to robust board discussions, bringing independent perspective, professional expertise and lived experiences to inform decision-making and priorities, while accepting collective responsibility for final decisions, upholding them with unity to ensure sound corporate governance and leadership.
- Act honestly, in good faith and for a proper purpose, and act in the best interest of the organisation.
- Oversee maintenance and implementation of the policy framework through which AusCycling operates including Board Committees and Advisory Groups.
- Uphold the AusCycling Board Charter, Code of Conduct, and Constitution.
- Champion AusCycling's ambition and values within your networks and the wider community.

Director Commitments

The role of an AusCycling Director requires engagement and active participation across a range of scheduled meetings and events each year. There are six to eight board meetings per annum which are held in-person or online plus an AGM in May. There may also be a requirement for additional online meetings. Board papers are issued to Directors via an online portal seven days before meetings. It is expected that Directors read the papers that they can actively contribute to Board discussions and decisions are informed with data as well as personal insights and expertise.

There are six National Advisory Council online meetings per annum which Directors may be invited to attend depending on the agenda.

AusCycling conducts four online Club Forums annually and a range of club education sessions. It is expected that Directors attend these meetings as this is an opportunity to hear from our member clubs on the issues they are facing in their community.

Board Committees

AusCycling has the following seven standing Board Committees:

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| • Finance, Audit & Risk | • Ethics & Integrity |
| • Nominations | • History & Heritage |
| • Athlete | • High Performance |
| • National Advisory Council | |

It is expected that AusCycling Directors will be appointed to a minimum of one Board Committee.



Events and Stakeholder Engagement

It is expected that AusCycling Directors will attend and fulfil speaking, presentation, and/or hosting duties particularly in their home state. This serves to strengthen local connections with key stakeholders and minimise travel expenses.

AusCycling Directors can expect to be invited to other special functions or events each year and attendance in their State or Territory is important to building strong relationships with our members, sponsors, partners, and supporters.

Key Selection Criteria

AusCycling is committed to maintaining a balanced and skills-based Board that has the knowledge and experience to represent the diverse interests of all stakeholders, whilst providing contemporary leadership and corporate governance to the organisation. We encourage women, Aboriginal and Torres Strait Islander people, those from culturally and linguistically diverse backgrounds, and people with a disability to nominate.

Essential Experience

- Demonstrated experience in corporate governance as a company director or executive.
- Experience at a senior level in business, government, the community or a profession.
- A demonstrated track record of achievement as a director, CEO or senior executive of a company, not for profit organisation or a professional practice.

Essential Skills

1. High level leadership skills.
2. Strong analytical skills and judgement of a high order.
3. Finance – ability to read and comprehend the company's accounts and financial material presented to the board.
4. Excellent communication skills with the ability to express ideas clearly, persuade people, and listen to other points of view.
5. A good knowledge and understanding of cycling and riding.
6. A demonstrated capacity to contribute to policy and advocacy positions at a national level.
7. Ability to engage and build effective working relationships with a key range of stakeholders as required.

Prioritised Competencies

Strategic Financial Leadership: Executive with strong financial literacy and confidence in high level financial and risk oversight.

Marketing and Brand Building: demonstrated expertise in brand and marketing strategy, social media, and media engagement.

Commercially astute: proven capability to evaluate business cases, investment proposals, and strategic initiatives through a commercial lens, with attention to viability, scalability, risk management, and opportunity cost.



Desired Competencies, Skills, and Personal Attributes

1. Knowledge of a Director's responsibilities – legal, ethical, fiduciary and financial responsibilities.
2. Strategic Expertise – ability to develop and review the strategy and contribute to the effective decision making of the board.
3. Committed to AusCycling's Trademarks, Vision, and Purpose.
4. Integrity – acting honestly and ethically and putting AusCycling's interests ahead of personal interests.
5. Team Player – able to function effectively as a team member with personal impact and superior communication skills.
6. Active Contributor – A willingness and ability to undertake the workload required to participate effectively.
7. Commercial Judgement and Instinct – Demonstrate a good business instinct and acumen and be able to assimilate and synthesise complex information.
8. Emotionally Intelligent – Ability to demonstrate self-awareness and empathy for others through strong interpersonal skill

Compliance

- Must provide evidence of having completed the ASC Online Director Education course prior to the appointment. Completion of the AICD Governance course will be highly regarded.
- Complete National Police Check.
- Complete Working With Children Check (if applicable).
- Consent to ASIC Banned and Disqualified Persons Register search.
- Must be legally eligible to hold office as a company director under the Corporations Act 2001 (Cth).
- Must not be disqualified or suspended from acting as a director of any organisation under Commonwealth, state, or territory law.
- Must not have been the subject of any disciplinary or enforcement action by ASIC, Sport Integrity Australia, or any other regulatory authority.

Other

- Reference and reputation checks.
- If required, the candidate must agree to participate in an interview with the Nominations Committee and undertake a cultural assessment.

Selection Process

The Nominations Committee will review all applications in accordance with the AusCycling Constitution and the position description. Candidates who meet the eligibility criteria, and are shortlisted, may be invited to an interview. Reference checks will be completed as well as a National Police Check, and ASIC Banned and Disqualified Persons Register search.

Term of Appointment

The appointment is for a term of up to three (3) years.

How to Apply

Please submit your CV (no more than 2 pages) and cover letter (no more than 1 page) outlining your relevant experience against the criteria and interest in joining the AusCycling Board, and completed Director Consent Form to the Company Secretary by COB Monday 27 July 2026 kate.palmer@auscycling.org.au