**BACKGROUND**
The new AgriFutures Rural Women’s Award Alumni Committee of State Chairs will replace the current AgriFutures Rural Women’s Award Alumni Advisory Panel.

**SKILLS & ATTRIBUTES OF COMMITTEE OF STATE CHAIRS**
- Each State Chair must be a Rural Women’s Award Alumni.
- They will be well respected and regarded amongst the cohort, be able to demonstrate capacity to give back, be empathetic and assertive.
- Someone who gets things done, can engender respect and connection, and will have sufficient time and make themselves available to drive the success of the group/chapter.
- Have capacity to engage and negotiate with their state/territory government and Rural Women’s Award partner organisations and value add to selection panels and awards ceremonies.
- Someone who sets the bar in terms of behaviours and values.

**VALUES & BEHAVIOURS**
- **Values**
  Has the capacity to be a champion of the Rural Women’s Award, grow the profile of the Award and create connections and opportunities for all Alumni.
- **Behaviours**
  Is adaptive, collaborative and builds cohesion within their own state/territory, and drives collaboration and information sharing between other states and territories. Demonstrates a real change to onlookers.
- **Code of Conduct**
  Comply with the AgriFutures Advisory Panel Code of Conduct.

**ROLES & RESPONSIBILITIES**
- Sit on the state/territory selection panel each year to work alongside applicants and provide support along the way.
- Promote socialisation strategy – seek feedback on the proposed plan and provide a continual feedback loop.
- Promote and provide an avenue for the award to be a ticket to dream and to dream big.
- Promote the new Rural Women’s Acceleration Grant within their state/territory.
- Re-engage the Rural Women’s Award Alumni, including those who have disengaged, and provide opportunities for networking, support, mentoring of individuals, and provide feedback to AgriFutures.
- Harness the power of the Alumni and work together on important issues with shared values.
- Link in with and strengthen ties with other women’s focused programs that exist in the state/territory (i.e. in SA PIRSA Stepping into Leadership, Winnovation SA etc).
- Identify desirable behaviours of prospective Rural Women’s Award applicants rather than just achievements.
- Promote closer alignment at the state/territory level and standardise promotion of awards ceremonies.
- Drive regional connections further within the state/territory to those located remotely and encourage localised catchups in regional centres for those who cannot come to a city. Continue to grow the network and celebrate diversity.
- Help reset expectations around time commitment and public speaking remuneration.
- Help build Alumni Facebook Group.
- Contribute to discussions at Committee of State Chairs meetings.
- Live and promote program values.

**TENURE**
The tenure for each State Chair will be three years.

**COMMITTEE OF STATE CHAIR’S STRUCTURE**
To keep the Rural Women’s Award Committee of State Chairs aligned with the way the Awards are currently grouped, it is proposed that the committee is made up of 1 x State Chair per state/territory, along with their corresponding committee.

Each of the State Chairs will be selected from an application process. Once they are announced, they will be responsible for pulling together their own small State Committee, made up of Alumni volunteers. The State Chair’s role will be to help facilitate and organise events for Alumni in their specific state/territory.

The Rural Women’s Award Committee of State Chair’s will work collaboratively with each of the relevant state/territory agencies.

**TIME COMMITMENT**
- Three x half day Committee meetings per year (1 x face to face and 2 x Zoom) = 12 hours
- Attend a minimum of four local/regional Alumni catch ups per year (these could range from Zoom meetings to face to face events and workshops) = 12 hours
- Annual involvement with state/territory selection panel, including interviews = 8 hours
- Annual attendance at State/Territory Announcement = 4 hours
- State Chairs will be expected to undertake general duties, listed under **Roles & Responsibilities** above = 39 hours
A time commitment of 75 hours per annum or the equivalent of approximately 6 hours per month will be required, per State Chair.

**RENUMERATION**

Each State Chair will be renumerated with a flat fee of $9,375 + GST per year (paid quarterly) to effectively carry out the duties listed in the *Roles and Responsibilities* section above and for their attendance at the meetings and events, also listed in the *Time Commitment* section above.

Each State Chair will be required to submit a quarterly activity report and provided all relevant obligations are met, will be paid $2,343.75 + GST per quarter. Each year, activity reports will be due on 31 March, 30 June, 30 September and 31 December.

Successful candidates will be required to enter into a Service Provider Agreement with AgriFutures.

NB: AgriFutures will cover travel costs associated with attendance at the Gala Dinner and National Announcement and Alumni Lunch, however travel time to these events will not be covered.

**TRAVEL EXPECTATIONS**

AgriFutures will cover your travel (fuel, car hire, flights, accommodation, and meals) up to an amount of $2,500 per year to:

- Attend face to face commitments as part of the selection panel including interviews
- Attend State/Territory Announcement
- Attend the face to face half day Committee meeting
- Attend four local Alumni catch ups annually (within reason i.e. We would not fund a trip from Perth to Broome for a one-hour meeting).

AgriFutures will not reimburse for travel time.

**APPLICATIONS OPENING AND CLOSING**

Applications for the State Chair positions will open on Monday, 7 June 2021 and close on Wednesday, 30 June 2021. The application process will be online at [agrifutures.com.au/rwa](https://www.agrifutures.com.au/rwa)

The State Chairs will be announced at the AgriFutures Rural Women’s Award Alumni Lunch in Canberra on Wednesday, 25 August 2021.

We are also expecting that the first face to face Committee of State Chairs meeting will be on Thursday, 26 August 2021 in Canberra.

**SELECTION CRITERIA & SELECTION COMMITTEE**

In the application process, there will be questions around impact, commitment, and future vision for Alumni at a state/territory level, as well as an endorsement from two Alumni peers.

1. Impact
2. Commitment
3. Future vision
4. Endorsement: List two Alumni members from your state/territory who endorse your application.

Current Rural Women’s Award Alumni Advisory Panel Members are ineligible to apply for a Rural Women’s Award Alumni State Chair position.

The Selection Committee will be made up of AgriFutures Management and the current AgriFutures Rural Women’s Award Alumni Advisory Panel.
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<th>BUDGET:</th>
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<td>Each Rural Women's Award Committee of State Chairs will be allocated approximately $5,000 in project funds to run learning &amp; development events, workshops, meetings etc. A quarterly plan of how Committees wish to spend this budget needs to be submitted (with itemised costs) and approved by AgriFutures. AgriFutures may increase this amount over time.</td>
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<th>QUESTIONS?</th>
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<td>If you have any questions regarding the Committee of State Chairs, please contact <a href="mailto:angela.wakeman@agrifutures.com.au">angela.wakeman@agrifutures.com.au</a> or 0409 611 633.</td>
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