

Key Skills & Personal Attributes Self-Assessment

This document provides you with the opportunity to supply important information about you to the Fund's Nominations and Selection Committee and allows them to review your suitability to undertake the role of Director on the Fund's Board.

Providing supporting examples and evidence for each key skill is vital to highlight the accuracy of your self-assessment. If no evidence is provided or the detail is insufficient, it will impact the assessment of your suitability.

Key Skill Areas	Explanation	Self-Assessment (using rating scale set out below)
Strategy	<p>Ability to think strategically and identify and critically assess strategic opportunities and threats and develop effective strategies in the context of the strategic objectives of the Fund.</p> <p>Knowledge of, and successful experience in, defining, setting, and implementing organisational or business strategy, particularly in relation to innovation and growth.</p> <p>Knowledge and successful experience in creating new revenue streams and growing existing income through sound implementation of strategy in conjunction with an appropriate understanding of risk management.</p>	<input type="checkbox"/> A great deal / expert <input type="checkbox"/> A lot / strong <input type="checkbox"/> A moderate amount <input type="checkbox"/> A little / limited <input type="checkbox"/> None at all <input type="checkbox"/> Unable to rate
Please provide supporting examples and evidence of your skills and experience against the above key area (max 200 words)		
Policy Development	<p>Ability to identify key issues and opportunities for the Fund as a limited company and investment / beneficiary service and develop appropriate policies to define the parameters within which the Fund should operate.</p>	<input type="checkbox"/> A great deal / expert <input type="checkbox"/> A lot / strong <input type="checkbox"/> A moderate amount <input type="checkbox"/> A little / limited <input type="checkbox"/> None at all <input type="checkbox"/> Unable to rate
Please provide supporting examples and evidence of your skills and experience against the above key area (max 200 words)		
Financial Literacy / Performance	<p>Strong financial literacy and understanding of financial statements, including knowledge and experience in addressing organisational financial concerns and strengthening its financial position through qualifications and/or experience in accounting and/or finance and the ability to:</p> <ul style="list-style-type: none"> • analyse key financial statements; • critically assess financial viability and performance; • contribute to strategic financial planning; • oversee budgets and the efficient use of resources; and • oversee funding arrangements and accountability. 	<input type="checkbox"/> A great deal / expert <input type="checkbox"/> A lot / strong <input type="checkbox"/> A moderate amount <input type="checkbox"/> A little / limited <input type="checkbox"/> None at all <input type="checkbox"/> Unable to rate
Please provide supporting examples and evidence of your skills and experience against the above key area (max 200 words)		

Risk and Compliance Oversight	Ability to identify key risks to the Fund in a wide range of areas including legal and regulatory compliance. Ability to monitor risk and compliance management frameworks and systems.	<input type="checkbox"/> A great deal / expert <input type="checkbox"/> A lot / strong <input type="checkbox"/> A moderate amount <input type="checkbox"/> A little / limited <input type="checkbox"/> None at all <input type="checkbox"/> Unable to rate
Please provide supporting examples and evidence of your skills and experience against the above key area (max 200 words)		
Executive Management	Successful experience at an executive level including the ability to: <ul style="list-style-type: none"> • appoint and evaluate the performance of staff; • oversee strategic human resource management including workforce planning, and employee and industrial relations; and • oversee large scale organisational change. 	<input type="checkbox"/> A great deal / expert <input type="checkbox"/> A lot / strong <input type="checkbox"/> A moderate amount <input type="checkbox"/> A little / limited <input type="checkbox"/> None at all <input type="checkbox"/> Unable to rate
Please provide supporting examples and evidence of your experience against the above key area (max 200 words)		
Commercial Experience	A broad range of successful commercial and business experience, preferably in the small to medium enterprise or not for profit context.	<input type="checkbox"/> A great deal / expert <input type="checkbox"/> A lot / strong <input type="checkbox"/> A moderate amount <input type="checkbox"/> A little / limited <input type="checkbox"/> None at all <input type="checkbox"/> Unable to rate
Please provide supporting examples and evidence of your skills and experience against the above key area (max 200 words)		
Governance Knowledge and Board Experience	Experience at Board level on one or more Boards. The Board should, collectively, comprise directors who demonstrate competence and experience at Board level and/or who have completed formal training in directorship/governance.	<input type="checkbox"/> A great deal / expert <input type="checkbox"/> A lot / strong <input type="checkbox"/> A moderate amount <input type="checkbox"/> A little / limited <input type="checkbox"/> None at all <input type="checkbox"/> Unable to rate
Please provide supporting examples and evidence of the extent and usefulness of your network for ACP (max 200 words)		

Investment Strategy	Understanding of investing principles, frameworks and risk tolerance that guide investment decisions, informed by the long-term objectives of the Fund. This includes understanding of different investment classes, and the mix of investments required to meet objectives.	<input type="checkbox"/> A great deal / expert <input type="checkbox"/> A lot / strong <input type="checkbox"/> A moderate amount <input type="checkbox"/> A little / limited <input type="checkbox"/> None at all <input type="checkbox"/> Unable to rate
Please provide supporting examples and evidence of your skills and experience against the above key area (max 200 words)		
Member Association	Understanding and knowledge of the nature and business model of a member association / not-for-profit, member engagement, value proposition and growth strategies.	<input type="checkbox"/> A great deal / expert <input type="checkbox"/> A lot / strong <input type="checkbox"/> A moderate amount <input type="checkbox"/> A little / limited <input type="checkbox"/> None at all <input type="checkbox"/> Unable to rate
Please provide supporting examples and evidence of your knowledge and understanding (max 200 words)		

Development Needs

In what 'Key Skill Areas' (covered above), if any, do you consider you need some development to enable your successful contribution to the board.	
If so, then what development are you willing to do to acquire these skills within a reasonable timeframe?	

Desirable Personal Attributes

Attributes	Example	Self-Assessment (using rating scale set out below)
Integrity and Ethics	<p>A commitment to:</p> <ul style="list-style-type: none"> understanding and fulfilling the duties and responsibilities of a director, and maintain knowledge in this regard through professional development; putting the Fund's interests before any personal interests; acting in a transparent manner and declaring any activities or conduct that might be a potential conflict; maintaining strong ethical practices; and maintaining Board confidentiality at all times. 	<input type="checkbox"/> A lot / strong <input type="checkbox"/> A moderate amount <input type="checkbox"/> A little / limited <input type="checkbox"/> None at all <input type="checkbox"/> Unable to rate
Active Listener and Effective Communicator	<p>The ability to:</p> <ul style="list-style-type: none"> actively listen to understand, and constructively and appropriately debate, other people's viewpoints; develop and deliver cogent arguments; and communicate effectively with a broad range of stakeholders. 	<input type="checkbox"/> A lot / strong <input type="checkbox"/> A moderate amount <input type="checkbox"/> A little / limited <input type="checkbox"/> None at all <input type="checkbox"/> Unable to rate
Constructive Questioner	<p>The preparedness to ask questions and challenge management and peer directors in a constructive and appropriate way about key issues.</p>	<input type="checkbox"/> A lot / strong <input type="checkbox"/> A moderate amount <input type="checkbox"/> A little / limited <input type="checkbox"/> None at all <input type="checkbox"/> Unable to rate
Contributor and Team Player	<p>The ability to work as part of a team and demonstrate the passion and time to make a genuine and active contribution to the Board, with respect for and trust of boardroom colleagues.</p>	<input type="checkbox"/> A lot / strong <input type="checkbox"/> A moderate amount <input type="checkbox"/> A little / limited <input type="checkbox"/> None at all <input type="checkbox"/> Unable to rate
Commitment	<p>A visible commitment to the purpose for which the Fund has been established and operates, and its ongoing success.</p>	<input type="checkbox"/> A lot / strong <input type="checkbox"/> A moderate amount <input type="checkbox"/> A little / limited <input type="checkbox"/> None at all <input type="checkbox"/> Unable to rate
Influencer and Negotiator	<p>The ability to negotiate outcomes and influence others to agree with those outcomes, including an ability to gain stakeholder support for Board decisions.</p>	<input type="checkbox"/> A lot / strong <input type="checkbox"/> A moderate amount <input type="checkbox"/> A little / limited <input type="checkbox"/> None at all <input type="checkbox"/> Unable to rate
Critical and Innovative Thinker	<p>The ability to critically analyse complex and detailed information, readily distil key issues, and develop innovative approaches and solutions to problems.</p>	<input type="checkbox"/> A lot / strong <input type="checkbox"/> A moderate amount <input type="checkbox"/> A little / limited <input type="checkbox"/> None at all <input type="checkbox"/> Unable to rate
Leadership	<p>Innate leadership skills that are adaptable and forward-focused, including the ability to:</p> <ul style="list-style-type: none"> appropriately represent the organisation; set appropriate Board and organisation culture; and make and take responsibility for decisions and actions. 	<input type="checkbox"/> A lot / strong <input type="checkbox"/> A moderate amount <input type="checkbox"/> A little / limited <input type="checkbox"/> None at all <input type="checkbox"/> Unable to rate