

Position Description

Position title:	Member Director
Business Unit:	Board
Reports to:	Chair of Board
Date approved:	August 2026

About us

The Australian Physiotherapy Association (APA) is the peak body representing the interests of over 36,000 physiotherapists in Australia. It does so by advocating for access to quality physiotherapy services, providing leadership in the wider health landscape, creating lifelong information and learning opportunities for members, and promoting the value of physiotherapy to the community.

APA is committed to building a stronger profession by supporting the capacity of all members in their professional practice. The APA is committed to growing its representation of members within the Association and supporting its state branches to deliver exceptional support to state-based members.

APA is a company limited by guarantee. It is governed by a Board of Directors elected by representatives of all stakeholder groups within the Association, and two independent (Non-Member) directors.

Our Values

APA is proud of its culture which is underpinned by the following values for its employees & its board and committees: accountability, collaboration, courage, excellence and respect. APA is proud to be an Employer of Choice, Winner of the 2022 Association of the year award & has a great working culture that is under pinned by our values.

APA is committed to the principles of diversity, equity and inclusion and actively guards against unfair discrimination on any grounds.

About the role

As stewards of APA, the Board of Directors is responsible for the oversight of the APA's strategy, corporate governance and risk management. The APA Board of Directors has a strong commitment to ethical practices and believes that a Board should lead a strong and positive culture from the top of the organisation.

Key Responsibilities

Strategic Thinking

- Develop and approve the APA's vision, mission, goals, objectives, and strategy, adjusting as needed.
- Provide strategic advice and demonstrate a visionary, big-picture mindset.
- Ensure the APA fulfills its mission ethically, effectively, prudently, proactively, and consistently.
- Oversee and monitor the implementation of the APA's strategy by management, reviewing progress and organisational performance against agreed strategic objectives and key performance indicators.
- Constructively test and challenge management's strategic assumptions and major proposals before decisions are made.

Risk and Finance

- With the Executive, identify major risks and ensure appropriate risk management systems are in place.
- Oversee and monitor APA's risk management policies (legal, financial, reputational, etc.), ensuring compliance with laws, regulations, and ethical standards.
- Review and provide oversight on the APA's operating budget and audited financial statements.

Governance

- Supervise, evaluate, and manage the CEO's performance.
- Contribute to CEO succession planning and approve successor appointments.
- Ensure the APA operates in its best interests and that fiduciary obligations are met.
- Oversee governance policies, resource allocation, and organisational oversight.
- Actively participate in board committees and board performance evaluations.
- Engage constructively in discussions, ask critical questions, and challenge assumptions where necessary.

- Avoid conflicts of interest where possible and declare any conflicts or perceived conflicts of interest.
- Act honestly, in good faith and in the best interests of the APA as a whole, exercising independent judgement — recognising that, although elected by a member constituency, a Member Director is not a delegate or representative of that constituency and must place the interests of the APA above sectional or personal interests.
- Exercise reasonable care, skill and diligence in discharging the role, and devote the time required to be properly informed and to contribute effectively to Board decisions.
- Monitor the APA's financial position and solvency, and take reasonable steps to prevent the APA from trading while insolvent.
- Maintain the confidentiality of Board papers, deliberations and other company information.
- Maintain a clear distinction between the Board's governance role and management's operational responsibilities
- Comply with the APA Constitution, the Directors' Code of Conduct, and all applicable laws, regulations and governance standards.

Qualifications, Experience, and Attributes

- Good understanding of the health sector landscape.
- Strong understanding of risk management
- Strong commercial acumen and strategic thinking skills
- Excellent written and verbal skills.
- Demonstrated collaborative leadership skills.
- Ability to reflect on personal and group actions to enhance board processes.
- Well-connected with strong business acumen.
- Keep up to date with key professional and political issues affecting APA members.
- Completion of the Australian Institute of Company Directors Course, or willingness to undertake the course (attending the AICD course, and undertaking the assessment, is expected of all Directors)
- Willingness to undertake professional development to upskill in key areas such as risk management, governance and financial reporting.
- Financial literacy — the ability to read, understand and interrogate financial statements and reports.
- An understanding of directors' legal duties and obligations under the Corporations Act 2001 (Cth) and sound corporate governance principles.

Commitment to the role

Directors are expected to be able to dedicate sufficient time to the role. Directors can expect to have the following minimum commitments:

- Travelling to Melbourne, or other interstate venues, for all Board meetings, including Board events both before and after meetings
- Attending six full day in person Board meetings and additional on-line meetings
- Attending the APA Conference each year
- Attending NAC meetings, held both in person and on-line
- Preparing for Board meetings, at least one full day of preparation for each meeting
- Being a member of at least one Board Committee, and attending between 4 and 6 meetings a year, for each Committee, including one in person meeting in Melbourne.
- Preparing for Committee meetings, allowing a half day of preparation for each meeting
- Networking events with APA members
- Undertaking APA and external Professional Development activities

The APA is a safe and inclusive workplace which values diversity of background, experience, and perspective amongst our team members. We welcome all applicants and commit to a fair and equitable recruitment process for all.

The APA honours the richness and importance of Aboriginal and Torres Strait Islander cultures around Australia. We respect the thousands of years of custodianship of the lands on which we work, and we recognise the unique and valuable contribution Aboriginal and Torres Strait Islander team members make to our workplace.

We actively encourage applications from Aboriginal and Torres Strait Islander people.

All candidates must have full Australian Working Rights.