

Addendum A

Transport Professionals Association Board Skills and Competencies

The Director position is entirely voluntary, and applicants should consider obtaining their employers approval (if appropriate) before nominating, as meetings will be held during business hours. Some travel can be expected.

Members of the Institute who are considering nominating should familiarise themselves with the following documents which are available on the TPA website:

- a. Board Charter
- b. Constitution
- c. Strategic Plan
- d. Annual Report

The Board have assessed that the following skills and competencies will be beneficial to the TPA Board and its activities going forward:

A. Governance and Leadership

- Knowledge and experience in best practice governance structures, policies and processes.
- The ability to identify and oversee mitigation strategies and compliance issues in the organisation.

B. Core Business – Industry Expertise

- Expertise and experience in the field of transport and traffic planning / engineering and related industries and a comprehensive understanding of sector challenges in Australia.
- Understanding of the principles of continuous professional development (this is TPA's core business).

C. Strategic Focus

- Experience in defining strategic objectives, assessing business plans and driving execution. Ability to think strategically and identify and critically assess opportunities and threats.
- Strategic leadership in addressing challenges and opportunities for members, delivering effective outcomes to promote beneficial traffic and transport outcomes for the community.

D. Financial Literacy

- The ability to analyse financial statements and reporting, critically assess the financial performance, contribute to budget planning and efficient use of capital and resources.

E. Risk and Compliance

- Experience in the identification, monitoring and management of material financial and non financial risks.
- Experience to identify strategic opportunities and possible revenue opportunities arising from managing risks.
- The ability to identify and oversee mitigation strategies and strategic opportunities for emerging risks.
- An understanding of determining and implementing risk appetite on emerging risks and opportunities.

F. People Remuneration and Culture

- Board, Committee or senior executive equivalent experience relating to people management and human resources, corporate culture and/or remuneration.
- Experience and/or understanding of volunteer management.

G. Business Development & Stakeholder Management

- Understanding of the sector stakeholders and strategic approaches to advocacy to influence better traffic and transport outcomes for the community.
- Strategic understanding of marketing and business development principles to drive growth and influence.

H. Crisis Management

- Experience in crisis management and navigating responses to matters including to reputational, operational, people or technology risks arising by internal or external disruptions.