



The Buddhist Society of Western Australia (Inc.)

www.bswa.org

Dhammaloka Buddhist Centre

18 Nanson Way, Nollamara WA 6061

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admin@bswa.org

Committee Role Description: Committee Member

Date written: 13/10/2020

Prepared by: Stephen Connell

Date approved: 1/11/2020

Approved by: Full Committee

Review Date: 01/12/2021

Bodhinyana Buddhist Monastery

216 Kingsbury Drive
Serpentine WA 6125
+61 (0)8 9525 2420

Dhammasara Nuns Monastery

203 Reen Road
Gidgegannup WA 6083
+61 (0)8 9574 6583

Jhana Grove Meditation Retreat Centre

283 Kingsbury Drive, Serpentine WA 6125
+61 (0)8 9525 3314
jhanagrove@bswa.org

Role purpose

As non-office bearing Responsible Persons, committee members have the responsibility to ensure the association complies with its legal obligations and responsibilities, voting on important matters to the Society, and furthering the association's aims and objectives.

Position:	Committee Member
Reports to:	Constitution
Direct Reports:	N/A
Type of Resource:	Volunteer
Work Week:	As Needed

Duties and responsibilities

- Attend meetings
- Respect rules of procedure
- Vote on important matters in accordance with ACNC's requirements for Responsible Persons
- Undertake and complete allocated tasks
- Submit reports as required
- In partnership with other Responsible Persons, help ensure the association complies with obligations and legal responsibilities and meet ACNC Governance Standards
- Vote on important matters to the Society
- Disclose conflicts of interest
- Have enough time and commitment to dedicate sufficient time to furthering the aims and objectives of the Society

Skills and Qualifications

- Two years full member of the Society
- Known to be of good character by senior Society members
- Not listed on the Banned and Disqualified Persons ASIC Register
- A previous leadership role and leadership skills are preferable

