

POSITION DESCRIPTION: NON-EXECUTIVE DIRECTOR (GENERAL)

October 2024

Screenrights seeks to appoint a General Director as an independent non-executive director.

Company Overview

Screenrights is a non-profit membership organisation that:

- provides rights and royalty management services to the screen industry; and
- facilitates access to screen content through simple licensing solutions for teachers in education, administrators in government, and home viewers with subscription TV.

Based in Sydney and with a highly qualified and committed staff of 40 people, Screenrights pays more than \$40 million each year to rightsholders in film, television and radio.

Screenrights aims through its workforce and through the membership of its Board to reflect the diversity of the Australian and New Zealand community and for its services to promote diversity in the screen sector to better serve its members and the stakeholders who access its services.

Detailed information about Screenrights strategic objectives, its operations and its finances can be found at <https://www.screenrights.org/>.

Current Board

The Screenrights Board is elected by members. Directors initially serve a three-year term and thereafter are eligible for re-election in almost all instances for a limit of a further two.

The Screenrights Board may have up to 12 members. Membership of the Board includes on an ongoing basis up to 8 General Directors, three Authorial Directors (Screenwriter Director, Screen Director and Composer Director) and at least one New Zealand Director.

Details of the current Board can be found at <https://www.screenrights.org/about-us/our-people/>.

From time to time the Board may appoint Directors to casual vacancies. These Directors are required to stand for re-appointment at the next election.

Screenrights' Constitution along with other corporate and governance documents can be found at <https://www.screenrights.org/about-us/corporate-governance/>.

The Role

Screenrights seeks to appoint a General Director as an independent non-executive director.

Nominees should have a reasonable level of control over their own schedule and be able to:

- attend approximately 4 full day board meetings, one strategy planning day and serve on at least one board committee per year; and
- attend Board or committee conference calls as required for particular issues that arise from time to time as well as for management/financial reporting and general compliance issues.

Nominees should have an understanding of and commitment to:

- Screenrights' statutory education, government, and retransmission licences;
- Screenrights' distributions to the Australian screen distribution and production sectors; and
- screen content as a resource in education.

Competencies and skills (role related)

It is expected that nominees would have significant experience and a high level of competencies in the following areas:

- **Governance** - knowledge of a director's responsibilities, understanding of Board accountabilities and obligations, includes an understanding of legal, ethical, fiduciary and financial responsibilities;
- **Industry knowledge** – executive level experience and a broad understanding of the dynamics of the screen industries;
- **Strategic expertise** – the ability to review Screenrights strategy through constructive questioning and suggestion and contribute to the effective decision making of the Board;
- **Accounting and finance** – an ability to read and comprehend the company's accounts, financial material presented to the board, financial reporting requirements, and corporate finance;
- **Legal** – the board's responsibility involves overseeing compliance with numerous laws as well as understanding the individual director's legal duties and responsibilities.

It is expected that nominees would also have competencies in some of the following areas:

- **Managing Risk** – understanding and experience of organisational risk management;
- **Managing people and achieving change** – ability to engage with issues including employment, executive remuneration and compensation;
- **Marketing and communications** – knowledge of the changing environment and the breadth of activities required across branding and in particular, stakeholder communication;
- **Digital transformation** - the ability to read and comprehend the company's digital transformation roadmap, technology material presented to the board, future technology requirements and an understanding of artificial intelligence; and,
- **Understanding of government** – understanding of the policy and legislative process, experience of advocacy.

Competencies (Personal Attributes)

- **Integrity** – fulfilling a director’s duties and responsibilities, acting ethically, appropriate independence, putting the organisation’s interests before personal interests;
- **Collaborative yet curious and courageous** – a director must be able to function as an effective team member but also must have the curiosity to ask questions and the courage to persist in robust discussions with management and fellow board members where required;
- **Emotional intelligence** – as well as self-awareness and self-management, a director needs to demonstrate empathy manifested through strong interpersonal skills. A director must work well in a group, listen well, be tactful yet able to communicate in a cogent and candid viewpoint;
- **Commercial judgement and instinct** – a director needs to demonstrate good business instinct and acumen, and be able to assimilate and synthesise complex information;
- **Active contribution** - a director needs to be an active contributor with genuine interest in the company and its business.

Remuneration and Benefits

Screenrights Directors received annual remuneration of \$25,957 plus applicable superannuation for the 2023-2024 financial year. Different fees are payable to the Chair, Deputy Chair and Chairs of the Audit, Risk & Governance and Technology and Data Committees. Directors’ remuneration is reviewed annually by the Board in line with CPI and approved at the AGM and is yet to be approved for the 2024-2025 financial year.

Screenrights Board meetings are usually held at its offices in Sydney. Directors are encouraged to attend Board meetings in person, however, Screenrights supports hybrid meetings whereby Directors can attend by videoconference if they are unable to be there in person. Where a Board member lives outside of Sydney and is required to travel for Screenrights, reasonable travel expenses will be covered.

Committee meetings are generally conducted by video conference but may occasionally be in person.

Screenrights Board members will be supported to undertake relevant governance training subject to discussion with the Chair.