

Regional Council Portfolio Lead – Diversity, Equity, Inclusion

Position Description

Position title	Portfolio Lead – Diversity, Equity, Inclusion
Location	n/a
Reports to	Regional Council Chair
Date	1 January 2024

About the Regionalisation Pilot

The Regionalisation Pilot Vision is “to significantly increase the reach and impact of Rotary and Rotaract in Australia, New Zealand and the Pacific Islands.” Through this new model we seek to:

- Provide greater consistency and continuity of strategy across the zone.
- Enable a single point of contact for external parties seeking partnerships.
- Build a stronger, unified Rotary image and brand across the region.
- Improve efficiency to reduce duplication and costs to members and indeed to RI.
- Create attractive and diverse leadership and development opportunities.

Taken together, a new Governance approach will ensure we are able to provide greater support to clubs and members – to meet the goals of Rotary’s action plan, whilst providing more meaningful and rewarding club experiences for members.

Position objective

At Rotary, we're committed to treating everyone with dignity and respect, allowing everyone's voice to be heard, and providing equitable opportunities for fellowship, service, and leadership. Although the Rotary experience may differ from country to country, issues of diversity, equity, and inclusion (DEI) are equally relevant within and across Zone 8.

The Regional Council Portfolio Lead for DEI will be assisted by a Portfolio Committee to advance the work of the Diversity, Equity, and Inclusion Task Force in Zone 8 by championing the benefits of a diverse and inclusive culture across the Zone.

The Portfolio Lead has the responsibility to:

- Establish a DEI framework fit for purpose in Zone 8.
- Identify other organizations that support DEI efforts and working with them on projects or events.
- Seek out new voices when you're making appointments and encouraging people who have been underrepresented in these roles to take on leadership positions.

The Portfolio Lead will undertake monitoring to ensure the DEI programs and strategies are consistent with Rotary International and align with the Regional Council’s vision.

The Portfolio Lead may be required to present the Regional Council at Public Events.

The Portfolio Lead will ensure Rotary & Rotaract Clubs in Zone 8 are well educated and knowledgeable about the benefits and responsibilities of the DEI Framework.

The Portfolio Lead will ensure that the collective voices of the DEI Groups are communicated and taken into account when the Regional Council is considering all relevant matters.

Key Responsibilities

1. Leadership and Influence skills are highly valuable in promoting DEI at different levels. By being an advocate for inclusion, challenging the status quo, and inspiring others, individuals can influence organizational culture and create positive change.
 2. Communication: Effective communication skills are essential for promoting DEI. This includes the ability to articulate ideas clearly and respectfully, actively engage in dialogue, and facilitate conversations around sensitive topics. Effective communication helps create a safe and inclusive environment for everyone to express themselves at all levels.
 3. Collaboration and Teamwork, building diverse and inclusive environments often requires collaboration and teamwork. The ability to work effectively with people from diverse cultures and backgrounds, value different perspectives, and leverage the strengths of a diverse group is important for achieving meaningful change and fostering inclusivity.
 4. Provide the Council with accurate, reliable, and timely data to enable Regional Council members to make sound policy and financial decisions.
 5. Provide guidance and support to all operational and volunteer teams within Zone 8 on DE&I issues.
 6. Attend and/or facilitate DEI learning activities at annual Community Leader training forums.
 7. Develop a network of DEI Champions / specialists who can support Rotary and Rotaract clubs with current issues and trends relating to DEI.
 8. Ensure all types of people, cultural, nationalities and regional distinctions are recognized and together with those less able are properly considered in ensuring DEI by the Regional Council in all decisions made and activities undertaken.
-

Person specification

A Rotarian or Rotaractor from a club in Zone 8 in good standing, with high levels of ethics and integrity.

Be eligible for appointment as a Company Director under Australian Corporations law.

Experience:

Expertise and experience or a relevant background to focus on engaging and leading the Diversity Profile of Zone 8.

Demonstrate extensive relationship skills and experience which will facilitate effective working relationships with Rotarians, Rotaractors and external partners at all levels across Zone 8

Can identify key areas requiring change and recommend sustainable solutions.

Experience in reviewing programs and identifying new opportunities for broader inclusion.

Has the initiative and capability to drive support for awareness campaigns, along with educational awareness plans.

Understanding of the role of the Regional Council, and the relationship between the Regional Council and the Portfolio Lead's area of responsibility.

Skills

Excellent leadership and Influencing skills.

Well-developed people skills, embracing collaboration and teamwork to build diverse and inclusive environments, and with the ability to manage conflict resolution.

Exhibits a positive and proactive attitude – is flexible and action focused.

Proven ability to plan, develop, implement, and evaluate strategic objectives including risk management and uncertainties.

Appreciation of the issues and challenges likely to be faced by Rotary across Zone 8, including the many cultural and linguistic communities in the Zone 8 Region

Able to communicate effectively, both written and orally.

Can demonstrate the ability to identify and inspire new groups and audiences to join Rotary

Qualifications

Relevant experience that clearly demonstrates the ability to engage, develop, and deliver new programs.

Knowledge of different legislation relating to DEI across Australian, New Zealand, Timor Leste and South Pacific Island jurisdictions as it relates to volunteering organisations.

Selection Criteria & Application: Portfolio Lead – Diversity, Equity, Inclusion

Your Application

It is important that within your application you highlight how you meet the selection criteria and how your experience and skillset would enhance you as an applicant for the role described in the Position Description. In addressing the criteria:

- Give examples where as a director / committee member you have led initiatives that shows effective, innovative, and inspirational leadership.
- Describe your capacity to meet the needs of the role working alongside others in collaboration, as a leader and as a peer.

Please also provide a background CV with relevant educational and professional experience.

Your Role and Experience

As a Rotarian or Rotaractor you have been within Rotary for no less than 4 years and are supported by your Club President as a member of good standing.

- You have a willingness to serve in a voluntary capacity as Portfolio Lead – Diversity, Equity, Inclusion (DEI) for two years and with the opportunity to stand for election within the role for a further two years.
- You have held a board/committee position at Club or District level.
- You have a reasonable knowledge of legislation relating to DEI across Australian, New Zealand, Timor Leste and South Pacific Island jurisdictions as it relates to volunteering organisations.

Your Abilities

- You are able to lead and influence a group of volunteers to promote and implement DEI policies and procedures across Zone 8, its Clubs, and Stakeholders
- You have skills or experience from your business or professional background that enhance your ability to achieve the outcomes of this role.

You can Successfully

- Lead the development of DEI policies in Zone 8, promote these and monitor take-up, taking account of the wide range of communities, cultures and languages across the region
- Ensure Rotary & Rotaract Clubs in Zone 8 are well educated and knowledgeable about Rotary International's commitment to DEI
- Support the management of resources (including budgeting) as required