

# Board Member Selection - Background Information

January 2009



## 1 Introduction to Dairy Food Safety Victoria

Dairy Food Safety Victoria (DFSV) is a statutory authority that was established by the Victorian Parliament under the Dairy Act 2000. Its objective is to ensure, as an independent regulator, that the standards that safeguard public health are met and maintained in the Victorian dairy industry, for domestic and international markets.

DFSV licenses all participants in the dairy industry, from farm right through manufacturing and to distribution. Working closely with Government and administering policy enhances the Victorian dairy industry's reputation for food safety and integrity of production in all markets, adding great value for its licensees and stakeholders.

## 2 The DFSV Board Size and Composition

The DFSV Board consists of 7 members including the Chair who are appointed on the basis of their skills and expertise rather than industry sector representation. With the exception of the Chair, the term of office of the other 6 current Board members expires in October 2009. The Chair's term has already been reconfirmed by the Minister.

The Minister appoints the 5 members of the Authority, following consideration of the recommendations of the Selection Committee. The additional 6<sup>th</sup> member representative of the Board may be appointed by the Minister directly, following their nomination by the Secretary of the Department of Primary Industries.

Board members are required to have expertise in one or more of the following 7 areas:

- On-farm production
- Dairy food manufacturing
- Public health
- Food technology & safety
- Business management
- Consumer issues
- Any other area which the Minister considers relevant to the Authority's functions.

The Selection Committee is seeking applications from outstanding candidates with expertise in one or more of the above areas and the capability to effectively contribute to the delivery of DFVS mission and objectives.

### 3 DFSV Board Member Skills and Attributes

In order to contribute to an effective, productive Board in a relatively short time, the selected individuals will need to be able to work effectively and quickly with people from different backgrounds and areas of expertise.

To be effective in their role, Board members will need to be able to address issues outside their immediate area of expertise or industry background and have sufficient levels of commercial acumen and judgment to balance relevant policy, economic, environmental and public safety requirements.

It is therefore desirable that Board members have relevant Skills and Personal Attributes such as:

<b>Skills</b>	<ul style="list-style-type: none"><li>• High competence or knowledge in the specific and relevant skill or industry background</li><li>• Strong analytical and problem solving skills</li><li>• Ability to think strategically</li><li>• Well respected with high quality relationships</li><li>• Able to influence, persuade and express ideas clearly</li><li>• Ready to listen to others points of view without prejudice</li><li>• Capacity to consider the operational consequences of decisions</li><li>• Ideally experienced on Boards with team based decision making style</li></ul>
<b>Attributes</b>	<ul style="list-style-type: none"><li>• Highly successful track record</li><li>• Ability to accept accountability</li><li>• Demonstrable independence, be more than a single issue representative</li><li>• Diligent in use of time and effort</li><li>• Have courage to challenge status quo</li><li>• Understand personal limitations</li><li>• Hold a firm belief in the role of DFSV</li><li>• Attuned to and a contributor to community values</li></ul>

## 4 DFSV Board Member Remuneration

A Board member of DFSV is primarily valued for his or her exemplary service on DFSV as the peak body of its type in the very significant dairy industry encompassing primary producers, milk processors, dairy manufacturers and distributors in Victoria. The societal contribution of board members is respected.

In addition, remuneration for Board members of statutory authorities is established under Government guidelines. The current rate for members of DFSV is a sitting fee of \$8,000 per annum (subject to current revision and confirmation). Present industry members of the DFSV undertake their Board role with a high degree of altruism and their enthusiasm for assisting industry has carried over to the other specialist members of the Board. Board Members are expected to attend a minimum of 75% of meetings held.

Travel and personal expenses are also fixed in accordance with the *Guidelines for the Provision of Allowances for Travelling and Personal Expenses in the Victorian Public Service*.

## 5 DFSV Board Member Selection Panel and Processes

The Selection Committee consists of three members. To assist the committee, the advisory firm OPPEUS, which has expertise in Board Search and Selection, has been retained.

Applicants are advised that prior to appointment, selected candidates will be required to complete a declaration of private interests form and a summary CV. In addition, selected candidates must consent to a National Police Records check by the Victoria Police. Other probity checks include the ASIC register of persons prohibited/disqualified under the Corporations Act (Cwlth) and the ITSA National Personal Insolvency Index (Cwlth). These checks are arranged by the Department of Primary Industries at no cost to applicants.

Candidates wishing to be considered for selection need to complete and sign:

- The Expression of Interest Form and
- The Consent Form (Interested Persons)

and forward both forms with resume (ideally electronically) by 8 February 2009 to:

**Mr René Johnson**

Advisory Consultant assisting DFSV Selection Committee  
OPPEUS Pty Ltd  
Level 6, 111 Collins Street  
Melbourne VIC 3000

**Email:** [office@oppeus.com](mailto:office@oppeus.com) quoting "DSFV" in the subject line.

**Phone:** 03 9661 8000