Position Brief
Aboriginal and/or Torres Strait Islander Committee Member
Australian Forest and Wood Innovations (AFWI)
Research Advisory Committee
Background

Australian Forest and Wood Innovations (AFWI) is supported through a $101.5M grant from the Federal Department of Agriculture, Fisheries and Forestry to operate for a four-year funding term, with a maximum of seven-year activity period.

The role of AFWI is to drive uplift in vital, transformative national forestry research, development and engagement (RD&E), coordinating and delivering short-, mid-, and long-term Australian-made solutions to national challenges such as: mitigating climate change; decarbonising the economy; increasing Australia's long term domestic wood supply; and creation of new innovative wood and bioproducts.

AFWI is an unincorporated entity. AFWI exists within UTAS governance structures as part of the College of Sciences and Engineering (CoSE). AFWI's activities and expenditure will be overseen by an external advisory Board. The Board's decisions will be supported through advice from the Research Advisory Committee (RAC). AFWI is coordinated from a central headquarters, hosted by UTAS in Launceston. AFWI research will be delivered through three Research Centres spread across Australia. AFWI will also fund projects through an annual national open call. The RAC will receive administrative support through the AFWI Headquarters.

Australia's forests are diverse, extensive, and highly regarded for their ecological, economic and social values. They provide a range of benefits including wood and non-wood forest products and ecosystem services. The range of services covers water protection and supply, soil protection, carbon storage and sequestration, habitat for flora and fauna species, tourism and recreation, and cultural values for both non-Indigenous and Aboriginal and Torres Strait Islander people. The State of the Forest Report outlines the connections between Indigenous people and communities to Australia's forests, their management, use and conservation, and how the forests are changing. The future management of Australia's forested landscapes and development of innovative forest products relies on partnerships and learnings from Aboriginal and Torres Strait Islander people, and it is critical that this voice is part of AFWI. We are seeking to appoint to the AFWI Research and Advisory Committee (RAC), an Aboriginal and/or Torres Strait Islander Person. This is an Identified position. The appointee will be an Aboriginal and/or Torres Strait Islander person. The University of Tasmania Identified Position Guidelines provide the requirements for confirmation of identity.

AFWI will put Australia's forest and wood products industries on the front foot, supporting applied research, development and innovation. It will create opportunities for innovation and commercialisation of new knowledge.

Committee Composition and Tenure

The RAC will consist of up to ten, and not less than eight, voting positions, which includes the Chair. The RAC will endeavour to include gender, age and cultural diversity in its membership. The RAC will be supported by four advisory positions filled by a member of the AFWI Headquarters management group (usually the Deputy Director), and the three AFWI Research Centre Leaders.

RAC members are appointed for two-year terms. Members who have completed a two-year term may nominate for a subsequent term.

The full committee will be discharged when the requirements of the Grant have been completed.
Committee Responsibilities

The RAC plays a vital role in the successful functioning of AFWI. The RAC will provide expert advice to the Board on matters relating to forests and forest product research and innovation. The RAC is to ensure that all research undertaken by AFWI is supported by industry. As far as reasonable, all research is to endeavour to maximise the benefit of the broader forestry and wood products industries. Some research may be fundamental in nature, however, it must have an end-user focus.

The role and responsibilities of the RAC may be amended on occasion by the AFWI Board with approval by the UTAS Delegate.

The RAC is required to:

- Review and provide recommendations to the AFWI Board on the AFWI strategic documents created, updated, amended or reviewed after the Research Advisory Committee is established, particularly the elements that are related to research.
- Review and provide recommendations to the AFWI Board on the Research Centres’ annual workplans.
- Review and approve all AFWI research project selection and management processes.
- Review all research projects and recommend selected projects for AFWI Board endorsement, and
- Review and provide recommendations to the AFWI Board on reporting for the Commonwealth.

Committee Member Responsibilities

AFWI’s RAC Members are expected to:

- Fully read and consider committee papers prior to committee meetings.
- Attend and actively participate in committee meetings.
- Review AFWI project applications and provide recommendations for the Board.
- Review and provide recommendations on AFWI documents, including (but not limited too) processes, strategic documents and reporting.
- Apply analytical skills, expert knowledge, objectivity and good judgement.
- Seek clarification or further information if required to understand an issue or make an informed decision.
- Act as an ambassador for AFWI.
- Manage Commercial-in-Confidence material appropriately.
- Raise any concerns about the management or operations of the RAC.
- Ensure that the committee minutes are an accurate reflection of the relevant committee meeting.
- Abide by committee decisions and maintain the confidentiality of discussions and information shared at committee meetings.
Committee meetings will ordinarily be held four times per year. Two meetings will be to provide recommendations on projects from funding calls, and two meetings will be to progress other business including review of annual workplans from the Research Centres and reporting. Additional meetings may be called at the discretion of the RAC Chair. Attendance at meetings will usually be via suitable electronic means. A committee advisor may nominate an alternate to attend committee meetings in their place. This must be done with reasonable notice and approval from the Chair.

Committee Member Behavioural Expectations

We aim for everyone to have a positive experience at our university, and all staff contribute toward creating a university culture that is safe and supportive, enabling our community to flourish by:

- Treating all others – staff, students and community with fairness, equity and respect.
- Ensuring the workplace is an inspiring and safe place to be.
- Ensuring the workplace is free from harassment, bullying, victimisation and discrimination.

Required Skills, Knowledge and Experience (Selection Criteria)

This is an Identified position. The appointee will be an Aboriginal and/or Torres Strait Islander person. The University of Tasmania Identified Position Confirmation Documentation (Identified Position Confirmation Documentation) provides the requirements for confirmation of identity.

In consideration of the needs for successfully guiding AFWI, we are seeking applications from people with a demonstrated knowledge and understanding of Aboriginal and/or Torres Strait Islander cultures and societies appropriate to the position, who have extensive experience in one, and preferably more of the following:

- forest and wood products research and innovation,
- matters relevant to the forest and/or forest products industries,

It is also a requirement that a Committee Member will have previous committee experience that will provide positive, effective, insightful and competent review of matters related to AFWI research. These will include one, and preferably more, of the following:

- Experience in Indigenous community engagement, including understanding cultural perspectives and restrictions.
- A record of contributing to building and maintaining effective and productive links between Aboriginal people, wider communities, and other organisations.
- Good knowledge and awareness of local, national and international research issues affecting First Nations people.

Other Requirements and Information

Committee meetings will ordinarily be held four times per year. Two meetings will be to provide recommendations on projects from funding calls, and two meetings will be to progress other business including review of annual workplans from the Research Centres and reporting.
Additional meetings may be called at the discretion of the RAC Chair. Attendance at meetings will usually be via suitable electronic means.

The committee may consider issues out-of-session.

This position may also be eligible to receive a total remuneration package of $6,000 per annum, depending on the successful applicant’s employment arrangements. Total workload for RAC Members (excluding the RAC Chairperson) is expected to be equivalent to 8 – 12 workdays per annum, which includes:

- sitting days and reviewing RAC papers.
- review AFWI project applications and provide recommendations for the Board.
- review and provide recommendations on AFWI documents, including (but not limited to) processes, strategic documents and reporting.

AFWI will meet the reasonable travel cost for any face-to-face meetings or other events Committee Members are required to attend and/or other reasonable costs incurred in discharging the duties of RAC Member.

**Additional Information**

To find out more about AFWI go to [About AFWI](#).
Learn more
Visit our website to read more, watch videos, and discover your future with the University of Tasmania.

.utas.edu.au

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The intention of this Expression of Interest is to highlight the most important aspects, rather than to limit the scope or accountabilities of this role. Duties may be altered in accordance with the changing requirements of the role.