

# **NON-EXECUTIVE DIRECTOR NOMINEES INFORMATION PACK**

## **Centre for Invasive Species Solutions (CISS)**

**August 2025**

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## 1. Position Overview

Invasive Animals Limited (IAL), trading as the Centre for Invasive Species Solutions (CISS) has commenced a Non-Executive Director recruitment process for 2025. The CISS Board is governed by an independent skills-based board of directors and this year they are looking to appoint two independent Directors from across Australia to be filled at the AGM to be held 20 November 2025. One director is retiring after serving five years on the Board and another Director is at the end of term, eligible to renominate and has indicated they will be renominating.

CISS is a not-for-profit, member-based organisation formed to address the impact of invasive plants and animals across Australia. Its revenue is approximately \$6M per annum. CISS operations to date have been primarily funded by State governments, the ACT Government, the Commonwealth Department of Agriculture, Fisheries and Forestry and industry Research and Development Corporations (RDCs). CISS is currently progressing diversification of funding sources.

We are looking for a forward-thinking, commercially minded individual with strong experience in the agricultural biosecurity and invasive species management sector. This role is vital in ensuring the Board maintains deep and effective links with the agricultural industries, while also contributing to the strategic and financial governance of the organisation.

## 2. About the Centre for Invasive Species Solutions (CISS)

### Background

An appointment to the IAL Board is subject to the Company's Constitution, the Australian Charities and Not-for-Profits Commission and/or the Corporations Act 2001. IAL is a public company limited by guarantee, endorsed by the Australian Charities and Not-for Profits Commission as a charity. It was established as a non-profit institution to promote a managed and collaborative approach to Research, Development and Extension (RD&E) in the field of invasive species management to maximise the benefits from that RD&E.

The Company Constitution (CI 12.3) provides the governance guidelines for the Director selection and election processes. The election is conducted annually under the auspices of the Nomination Committee which is externally run as per the Constitution.

From 15 September 2020, IAL was appointed as the Trustee for the Invasive Species Solutions Trust (ISST). Invasive Animals Limited (IAL) and the entity it controls, Invasive Species Solutions Trust is collectively referred to as the Group. IAL is the Group's parent company.

The Group's short-term objective is to continue its work promoting and managing strategic RD&E through the Centre for Invasive Species Solutions (CISS) to provide:

- A more diverse 'profit for purpose' ethos: Allowing the Group to continue to move towards a funding base that is wider than the present members
- Broader ecosystem focus: Requiring the Centre to balance the focus on pest and weeds at a landscape scale across agriculture, environment and social amenity outcomes
- Deeper environmental biosecurity emphasis: A stronger focus on biosecurity threats and how these biosecurity pressures can impact both threatened species and the environment
- A wider service base that includes invasive species management and control.

The Centre for Invasive Species Solutions (CISS) is Australia's collaborative research, development and extension organisation focused on preventing and managing the impacts of invasive species across our natural, agricultural, and urban landscapes. We work with governments, industry and research partners to develop innovative, science-based solutions that support effective biosecurity and sustainable land management outcomes.

CISS is entering a new strategic phase that includes commercialisation of key products and services (such as **Landsmart**), transitioning towards more sustainable funding models, and strengthening stakeholder engagement across agriculture, government, and environmental sectors.

### The Company's Strategy for achieving the objectives for 2021-2017

<b>1. Strategic Collaborations and Revenue Growth</b> Focusing on partnerships and collaborations to leverage, lead and amplify outcomes.	<b>2. Integrated solutions</b> Focusing on research, innovation and engagement (R, I&E) to advance large-scale coordination and breakthroughs.	<b>3. Capability and adoption</b> Focusing on acceleration of best practice management adoption to build communities of impact.	<b>4. Efficient and effective Centre</b> Focusing on internal governance and operations, financial management, effective communication, and skilled staff.
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### 3. Key selection criteria

The successful candidate will demonstrate:

#### 1. Expertise in Agricultural Biosecurity & Invasive Species

- Significant experience working in or closely with the agricultural sector on biosecurity, pest or weed management, or invasive species control and/or
- Strong networks across industry bodies, farming communities, and/or agricultural R&D sectors at a national level.

#### 2. Commercial Acumen and Strategic Financial Thinking

- Proven experience in guiding or leading commercial initiatives, especially in the context of profit-for-purpose or public-good organisations.
- Familiarity with business model transitions, sustainable funding strategies, and fee-for-service (FFS) arrangements.
- Ability to contribute to CISS's strategic goal of becoming a financially resilient organisation, including advising on cost recovery and service pricing models.

#### 3. Governance and Board Experience

- Prior board experience or executive leadership that demonstrates sound judgment, integrity and accountability.
- Understanding of the responsibilities of a director under the Corporations Act and familiarity with not-for-profit governance principles.

#### 4. Stakeholder Engagement and Change Management

- Experience influencing diverse stakeholders, including government agencies, public sector leaders, and industry partners.
- Capable of helping to reshape perceptions around the role of commercialisation in delivering public-good biosecurity outcomes.

#### 5. Commitment to CISS's Mission and Public Value

- Passion for sustainable biosecurity and land management solutions.
- Commitment to collaborative, science-informed, and impact-driven approaches to solving complex challenges.

In preparing your response to the selection criteria, candidates are encouraged to also consider the following:

- Experience in cost-recovery frameworks or public-private partnerships in research or service delivery.
- Understanding of the political and policy environment around agricultural and environmental biosecurity.
- A systems thinker who can work across sectors and scales, balancing short-term operational issues with long-term strategic direction.

## **Board Composition and Diversity**

CISS is committed to building a diverse, skills-based board. This appointment is part of broader efforts to ensure the Board reflects the balance of our key stakeholders including agriculture, environment, Indigenous landholders, and commercial partners.

## **4. How to apply**

Applications must be emailed to the Company Secretary, Lucie Hassall ([lucie.hassall@invasives.com.au](mailto:lucie.hassall@invasives.com.au)) no later than **5pm AEDST on Monday 1<sup>st</sup> September 2025**.

Applicants are required to provide the following documents as part of their application:

- A completed and signed Nomination form (if being referred by a member or IAL Director)
- their current non-executive director resume (no more than four pages) with two referee contacts
- a covering letter (no more than two pages) addressing the key selection criteria.

## **5. IAL Board Information**

### ***Term of appointment***

The term is for a three-year appointment which commences at the closure of the Annual General Meetings (AGMs) with the possibility of renewal for a further three years. At any time during tenure, including re-appointment under the Company's Constitution or the law, one's performance as a director is reviewed in accordance with processes agreed by the Board. Appointment is subject to agreement to participate in such performance reviews.

### ***Role of the Board***

Overall responsibility and accountability for CISS lies with the Board. Its role, powers and duties are clearly defined in:

- The IAL Constitution, Code of Conduct, the Director's Code of Conduct and the Board Charter.
- Legislation governing the Company and its Directors; and
- CISS's Strategic Plan and Annual Operational Plan.

The Board's primary role is to set and monitor the implementation of CISS's strategic direction, and to vary that direction as circumstances dictate. An appointment to the IAL Board is contingent on acceptance of and commitment to:

- IAL guidelines and policies for the roles, structure and conduct of the IAL Board and Management as identified in the IAL Governance and Operating Handbooks.
- The allocation of sufficient time to meet the expectations of the role.

### ***Time commitment***

Availability and time commitment may vary dependent on current Board commitments that are critical to the role. Currently the IAL Board meets face-to-face for one to two days quarterly, including strategic sessions and formal Board meetings. In addition to routine Board meetings time may be required for subcommittee meetings (approximately 2-3 hours per quarter), preparatory work and travel as well as out of session and occasional extraordinary Board meetings (usually held by teleconference).

Attendance may also be required at Members meetings held quarterly, the AGM, the Australasian Vertebrate Pest Conferences (AVPC) held every 3 years, Biosecurity symposiums (biannually) and other stakeholder meetings.

### ***Vacation of office***

Director positions can cease at any time by submission of a written notice of resignation to IAL and in accordance with the Company's Constitution or the law.

### ***Remuneration***

Each non-executive director is currently paid a base fee of \$17,998 per annum, inclusive of the superannuation guarantee. As applicable there are additional fees payable for Subcommittee Membership, \$3,578 and Committee Chairs, \$7,178. Fees are payable quarterly in arrears and are deposited into a nominated bank account. In addition, IAL provides reimbursement for travel, meals, accommodation and incidental costs when representing IAL.

As a Not-for-Profit organisation it is incumbent on each Director to be cognisant of the allocation of financial resources and adherence to travel and other related policies, as contained in the IAL Operational Handbook, is expected.

### ***Independence and other interests***

It is accepted and acknowledged that a director may have personal and business interests other than those of the Company. On appointment, declarations need to be made using the Declaration of Personal Interests form for entry in the IAL Director Declaration of Interest Register and as a continuing obligation to notify any circumstances changing to the Company Secretary and at the next Board meeting.

### ***Induction***

As soon as practicable IAL provides a comprehensive orientation program, held in its Canberra headquarters (at least one-half day initially), aimed at broadening the understanding of IAL, its business, and the environment in which it operates. As part of the program key IAL staff will be introduced and a USB with electronic copies of essential Board and Company information provided.

All directors have a personal responsibility to remain current on how to best discharge their responsibilities as directors of the Company, including keeping abreast of changes and trends in economic, political, social, financial and legal climates and governance practices.

### ***Indemnity and insurance***

IAL Agrees to indemnify the persons who are, or have been an officer of the Company, to the extent permitted by law and subject to the restrictions in section 199A of the Corporations Act 2001 (Cth) against any liability incurred by that person as such an officer of the Company.

IAL ensures that the Company holds a current Directors' and Officers' Insurance and current Corporate Travel and Group Accident Insurance policy for officers while travelling within Australia or Internationally on IAL business.

### ***Confidentiality***

All information acquired during an appointment is confidential to the Company and should not be disclosed either during an appointment or following termination (by whatever means) to third parties except as permitted by law and with prior clearance from the Chair.

## **6. Further Information**

For further Company information please refer to the [CISS-Impact-report-2023-24.pdf](#)

or contact:

Ms Lucie Hassall  
Company Secretary  
0414 517 073  
[lucie.hassall@invasives.com.au](mailto:lucie.hassall@invasives.com.au)