

Role Title	Vice-President	Committee Group	Executive Committee
Location	National	Minimum Requirements	RTAA Financial Member
Overview	To provide leadership and strategic direction in conjunction with the other Officers within the Executive Committee for the growth and enhancement of the Rail Track Association Australia. This will be achieved through acting in a professional manner, delivering sound fiscal practices and developing proactive relationships with Members and other stakeholders within the rail industry.		
Minimum Time Commitment over the term	<ul style="list-style-type: none">• Monthly teleconference management meetings (30mins each)• Formal Management Meetings (2 x 1.5 hours)• AGM (1.5 hours)• Attendance at RTAA Technical and Networking Events as required• Attendance at RTAA and Industry Events as required, included Field Day, AusRAIL etc.• “Day to day” duties (<1 hour / week)		
Length of Term	12 months	Term Expires	November 2019
Nominations Accepted by: EMAIL: <u>businessmanager@rtaa.org.au</u> Or online via the nomination portal		Nominees will be voted at the AGM	
Role Description			
CONTEXT The RTAA is an inclusive Association that promotes knowledge sharing and fosters collaboration within rail and across other industries throughout Australia, whilst continuing to be sustainable. The RTAA’s key objectives are: <ol style="list-style-type: none">1. Make rail more inclusive for everyone2. Grow our national footprint3. Promote knowledge sharing4. Foster collaboration5. Uphold Sustainability RESPONSIBILITIES AND EXPECTATIONS <ol style="list-style-type: none">a) Report to the Presidentb) Provide technical specialist advice and guidance to the RTAAc) Participate in the Corporate Governance of the Association as an Officer of the Executive Committee;d) Deputise for the President as required to ensure the Association is represented within the rail industry;e) Always Promote the positive image of the Association, encouraging new Members to participate in the Associations activities.f) Always act in good faith on behalf of and for the benefit of the Members.g) Attend meetings requiring RTAA representation;h) Provide support, mentoring and assistance to the Management Committee Members and the Executive;i) Participate in day to day management of the Association through the Executive to reach agreed			

<p>consensus on each issue raised, via the Executive Committee and Business Manager;</p> <ul style="list-style-type: none"> j) Participate in the Association's financial affairs in support of and as requested by the Treasurer; k) Designated cheque signatory of the Association; l) Represent Association on Steering Committees e.g. AusRAIL Organising Committee, AusRAIL Technical Session Committee, Field Day Organising Committee; m) Receive and participate in reviews of AusRAIL Technical Papers for RTAA Stream; n) Chair / champion Sub-Committees within the Association; o) Chair Technical Session Streams at AusRAIL and other rail industry events p) Share the above responsibilities with second Vice President, if two incumbents are elected in a particular year; 			
Reviewed By:	President	Date:	02/11/2019
Approved By:	President	Date:	02/11/2019
Last Updated By:	President	Date:	02/11/2019