

MCM Champion title:	Diversity Director (Australasian Rail Diversity Award)	Minimum Requirements:	RTAA Financial Member
Location:	National	Dedicated timings:	April Diversity Award Nominations Open August Diversity award closes and reviews commence September – Winner announced at Annual Dinner
Time Commitment over the term:	Fortnightly Executive Committee teleconference (30mins/fortnight) 2 x Management Meetings (3 hours) 1 x AGM (1.5 hours) < 4 hours per month, except at critical timings, whereby the expected time may increase slightly.		
Length of Term	12 months	Term Expires	November 2019
Nominations Accepted by: EMAIL: businessmanager@rtaa.org.au Or online via the nomination portal		Nominees will be voted at the AGM	
Role Description			
<p>RESPONSIBILITIES AND EXPECTATIONS</p> <ul style="list-style-type: none"> • Review the diversity nomination form and criteria and amend/edit if required. (1 hour) • Promote the Diversity Awards where applicable – Opening and Closing (1 hour) • Send personal invitations to submit a nomination where applicable – (1 hour) • Review the nominations. Submissions are to be scored and critical feedback is required to be forwarded onto the nominees. (1-2 hours, over a 1 week period) • Respond to the RTAA Business Manager in a timely manner re pending deadlines when required. • Attend 2 x Meetings throughout the year. The RTAA will hold various meetings throughout the year and an AGM each year in November at AusRAIL. Attendance can be via teleconference. It is expected that you attend at least two for input into RTAA matters over and above the diversity award. • Assist with the coordination of the RTAA diversity strategies • Be proactive in ways in which the RTAA can support diversity in rail – Events, sponsorship, mentor programs, supporting other Rail Associations in the area of diversity <p>Opportunities and Benefits</p> <ul style="list-style-type: none"> • Complimentary 2 x tickets to attend the dinner when Diversity Award is announced • RTAA Directors are offered complimentary or discounted tickets to other rail events • Personal achievement and reward for giving back to the industry with the support of sharing knowledge and supporting the RTAA's key objectives • Networking opportunities that result in greater technical support network and career prospects • Increased technical and leadership prowess and continuing professional development points to 			

relevant affiliated professions (e.g. Engineers Australia)			
Reviewed By:	Thomas Kerr	Date:	4/10/2018
Approved By:	Thomas Kerr	Date:	4/10/2018
Last Updated By:	Lynne Greenaway	Date:	4/10/2018