



Board Sub-Committee Role Description

Purpose

Board Sub-Committees at Lourdes Hill College are established to support the College Board in fulfilling its governance responsibilities by providing oversight, strategic guidance, and expert advice in specific operational or strategic areas. Sub-committees enable the Board to maintain a clear focus on the College's mission, values, and long-term sustainability within the context of a Good Samaritan, Benedictine Catholic education. The College Board is responsible to its Member – Good Samaritan Education

Key Responsibilities

- Provide strategic advice, oversight, and monitoring in the sub-committee's designated focus area (e.g., Finance, Governance & Risk, Building & Property, Foundation).
- Review and evaluate key policies, frameworks, strategies, projects relevant to the sub-committee's domain.
- Ensure that sub-committee considerations align with the College's Catholic ethos, the teachings of the Church, and the heritage of the Good Samaritan Sisters.
- Identify risks and opportunities and recommend strategies or actions to the College Board.
- Collaborate with College leadership to ensure effective implementation of Board-endorsed strategies.
- Report regularly to the Board on activities, findings, and recommendations.
- Promote a culture of stewardship, service, and continuous improvement in alignment with the College's strategic direction.

Membership and Structure

- Sub-committee members are appointed by the Board and may include Board Directors and invited individuals with relevant expertise.
- Each sub-committee is chaired by a Board member, approved by the Board Chair.
- The Principal and members of the College Leadership or Senior staff may attend as required to support the sub-committee's work.
- Members are expected to bring a commitment to the College's mission and an understanding of the Good Samaritan ethos Catholic education principles.

Meetings

- Sub-committees meet as scheduled (typically 4-6 meetings per year) and additionally as required.
- Agendas and papers are distributed in advance to allow informed discussion and decision-making.
- Minutes are recorded and submitted to the Board for noting or endorsement.

Authority

- Sub-committees operate in an advisory capacity unless explicitly delegated decision-making authority by the Board.
- Recommendations are brought to the full Board for approval, unless otherwise authorised.
- Sub-committees may seek external input or expertise where appropriate and with Board approval.



LOURDES HILL COLLEGE

A School of *Good Samaritan Education*

Term and Review

- Members are appointed for a defined term (typically 3 years), with reappointment at the discretion of the Board.
- The role, composition, and performance of each sub-committee are reviewed regularly to ensure ongoing relevance and effectiveness.
- Members are encouraged to participate in governance training or formation activities consistent with the ethos of Lourdes Hill College and Good Samaritan Education.
- Sub-Committee membership is the recognised pathway to Board Directorship.

Core Qualifications

The following qualifications are typically expected:

- **Relevant Expertise:** Demonstrated knowledge and professional experience in the sub-committee's focus area (e.g., finance, risk management, governance, education, law, property, mission and identity, fundraising, building, construction, sustainability, WHS).
- **Strategic Insight:** Capacity to think strategically, assess risks and opportunities, and contribute to long-term planning.
- **Governance Understanding:** An understanding of corporate and not-for-profit governance principles.
- **Commitment to Catholic Education:** A willingness to support and uphold the Catholic ethos of Lourdes Hill College, inspired by the Good Samaritan Benedictine tradition.
- **Integrity, Independence & Confidentiality:** Strong ethical standards, sound judgment, and the ability to contribute independently and constructively.
- **Collaborative Approach:** Ability to work collegially with other committee members, the Board, and the College Leadership and Senior staff.

Desirable Attributes

- Experience in Catholic or independent school governance or leadership.
- Familiarity with compliance and risk frameworks relevant to education and not-for-profit sectors.
- Strong communication, analytical, and interpersonal skills.
- Professional accreditation or membership (e.g., CA, CPA, GAICD, legal or educational bodies) relevant to the sub-committee's scope.