

Committee Member



Finance, Audit & Risk Committee

Little Athletics Queensland is calling for expressions of interest for a vacant position on our newly formed Finance, Audit & Risk Committee.

We are looking for someone who:

- Has previous experience on the committee of a Little Athletics centre (ideally 5+ years)
- Has professional experience in risk management, compliance or a related field.
- Can bring a balanced view to assist in identifying risks and mitigation strategies at local Little Athletics centres
- Is keen to contribute to our sport which positively impacts communities right across the state as we rapidly approach the excitement of a home Olympic & Paralympic Games in 2032.

About Little Athletics Queensland:

- We are the State Sporting Organisation for the sport of Little Athletics in Queensland. We oversee 86 affiliated clubs and centres, and over 17,000 participants annually aged 3-17.
- We are an affiliated member association of Little Athletics Australia (LAA).
- We are an incorporated association under the Associations Incorporation Act (Qld) 1981.
- We are on a mission to modernise the governance of our association. Our Board comprises 7 member-elected Directors.
- We support and develop the Little Athletics community by providing service through 8.8 FTE staff, and an annual turnover of \$2.2m.
- Our purpose is to increase the physical and social literacy of all Queensland children"
- Our Annual Report archive is available on [our website](#).

The Committee:

- The Finance, Audit & Risk Committee discharges its duty by making recommendations to the Little Athletics Queensland Board.
- The Committee is comprised of between 3 and 5 individuals:
 - The Chair
 - The Finance Director
 - Up to 2 Other members
 - The CEO
- The scope of the committee's work is set out in its Terms of Reference and includes:
 - **Risk management:** Review the risk management framework, and assess the effectiveness of the risk management framework, including adequacy of the annual insurance program. Assist in providing support to manage risk across affiliated centres and education of volunteers.
 - **Internal controls:** Reviewing accounting and business policies, and delegations and authorisations.
 - **Investment portfolio review:** Ensure that the portfolio is managed in line with the Investment Policy and review any proposal for external investment of surplus funds.
 - **Financial reporting:** Review and make recommendations on proposals for capital investments to the Board and recommend whether financial and other statements should be signed.
 - **Budget review:** Review the draft annual budgets, and budget setting and monitoring processes, providing recommendations to the Board.

- Any other projects or responsibilities directed by the Board.
- The Committee will meet a minimum of 3 times annually, as scheduled by the Board.
- Meetings are generally 90 minutes in length, commencing at 6:30pm at Little Athletics Queensland's office at QSAC (Kessels Rd, Nathan), with the use of videoconferencing available where required.

Application Timeline:

Sunday November 2 nd	Applications close at 11:59pm
Week of November 10 th – 14 th	Shortlisted candidates interviewed
By Wednesday November 19 th	Successful candidate appointed
Week of November 17 th – 21 st	Induction period
Monday November 24 th	First meeting of Finance, Audit & Risk Committee member

How to Apply:

Email your application, consisting of a 1-page letter of introduction and a maximum 2-page CV, to Little Athletics Queensland CEO, Christopher Davis, via c.davis@laq.org.au

Applications close Sunday November 2nd, 2025.

For any queries about this process or further information on how to apply, please contact the Little Athletics Queensland CEO, Christopher Davis, via 0438 035 186 or c.davis@laq.org.au