

Governance Resources for Community Services

Thousands of board members across NSW are volunteering their time in community organisations to help provide a wide range of services and activities. Board members' roles include financial, legal and strategic responsibility for the organisation. This is a big job for volunteers.

Luckily there are many resources available to support community boards including policy and procedure templates, skills audits, governance tools, and even '12 reasons you should resign gracefully from a not for profit board'. See below for three examples...



The Institute of Community Directors provides a best practice network for the members of Australian not-for-profit boards, committees and councils, and the senior staff who support them. They have a free [Policy Bank](#) with a wealth of policies including Board Member Induction, Risk Management, Conflict of Interest, Dispute Resolution and Whistle Blowing policy.

They also have free [tools and resources](#) to help you prepare for a new board role, improve yourself as a board member, and ensure your board is functioning effectively. They have help sheets on board recruitment, inductions, succession and troubleshooting and also topics like 'Time Management', 'Board Member Effectiveness Quiz', 'Top 10 mistakes in recruiting new board members' and 'Thinking big, to merge or not to merge.'



Justice Connect provides a not for profit law information hub, which contains legal information for community organisations. They have a good section on [governance](#) including information on the

Incorporations Associations Act 2009, what to do when you are in financial difficulty, constitutions, duties of board members and record keeping. Make sure you look out for NSW specific information as they provide information Australia wide.



The NSW Council of Social Service (NCOSS) works with and for people experiencing poverty and disadvantage to see positive change in our communities. NCOSS has a [selection of resources](#) to assist services to improve their management and governance practices. These include information sheets on Board Performance Review, The Roles and Responsibilities of Board Members, Monitoring the Boards Performance - adopting standards and Attracting New Board Members.

The Illawarra Forum facilitates Good Governance training for community board members. For more information contact the Forum on 4256 4333.

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