



Deaf Aotearoa New Zealand Inc.

Election Brief

The Executive Board

The Executive Board of Deaf Aotearoa of New Zealand Inc. is the governing body of Deaf Aotearoa.

The Executive Board's (EB) focus is on the long term success of Deaf Aotearoa New Zealand Inc.

The role of the EB is to decide the long-term organisational goals.

This means that the EB decides what it wants DANZ to achieve for the Deaf Community.

The EB supports the Chief Executive (CE) to achieve the organisation's goals.

The EB is responsible for Governance and the CE is responsible for Management.

Governance is long-term organisational goals.

Management is day-to-day running of the organisation, including staff.

The EB:

Do	Do not do
Represent the members collectively and act as advocates for Deaf issues	Do not get involved in or discuss staff issues
Focus on the overall Strategic Direction of Deaf Aotearoa New Zealand Inc.	Do not get involved in the day to day running of the organisation
Support the Chief Executive	Do not bring personal issues to meetings
Have responsibility for overseeing the finances, reviewing and approving the Budget	Do not get involved with complaints about staff or operational issues

President

The President is the leader of the DANZ Executive Board. They facilitate/manage the Executive Board meetings, AGM and TGM and write the agenda for the meetings.

The President writes a President's report for the Executive Board meetings and DANZ Annual Report.

The President meets regularly with the CE and reports back to the Executive Board.

The President is often the person who represents DANZ at national and international levels.

The President has a good working knowledge of the Deaf Aotearoa Constitution and policies of the organisation.

The President is responsible for keeping the Board focussed on the Strategic Direction.

The President has the casting vote in meetings. Casting vote means if EB vote 50% 'Yes' and 50% 'No' then the President will decide.

The President is responsible for updating the Deaf community on the work of the EB.

Vice President

The Vice President supports the President, including writing agendas for meetings.

The Vice President stands in for the President in all areas when they are unavailable.

The Executive Board decide who the President and Vice President will be.

Board Member

A Board member monitors the budget and financial accounts of Deaf Aotearoa New Zealand Inc.

Board members read all Board reports and minutes and prepare fully for meetings.

Board members action any work delegated to them.

Sometimes Board members represent the EB at Deaf community events.

Board members participate in Board meeting discussions.

The EB acts and makes decisions collectively. The Board members publically support all EB decisions.

A Board member is a person who is very informed about current issues for the Deaf community.

A Board member would understand the need for confidentiality and respect everyone else on the Board and the CE and staff.

A Board member is responsible for following Board processes and policies at all times.

Portfolio Holder

A Portfolio holder is a member of the EB who has strong knowledge of a specific area. For example Education, Employment, Health or New Zealand Sign Language.

The Portfolio holder attends meetings relating to their portfolio area, when it has been agreed by the EB that the EB should be represented.

Portfolio holders report back to the EB after each meeting.

A Portfolio holder would be up to date with local, national and international developments or issues in relation to their portfolio.