# Director Skills Matrix Questionnaire

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| **Skill Area** | **Description** | **Director Skill** | **Comments** |
| Strategy | Vision for growth and success (as per definition within the Constitution) | Yes | Wrote BQ Strategic Plan (2021-24). Assembled a working party and wrote doc from scratch.  Proposed and enacted revised HR model for BQ based on identified needs (Gantt Chart).  Contributor to BA Strategic Plan.  Professionally engaged with Strategic and Action plans in Education Queensland |
| Finance | Budgeting, managing and planning financial concerns | Yes | Inaugurator and member, BQ’s Finance & Risk Advisory Panel. Negotiated and implemented new BQ HR model based on 2023 financial projections |
| Risk Management | Identify and mitigate risks to the organisation | Yes | Current holder of many items on our risk register.  Regular reviewer of Register.  Very familiar with CARA, EQ’s risk management process (very similar) |
| Legal | Understanding of the legal responsibilities of a NFP in Qld | Yes | Familiar with Incorporated Associations Act, and have completed training in Sports Integrity.  Headed off 2 significant legal challenges within first 2 months as commissioner. |
| Executive management | Oversight of CEO and office processes. | Yes | Completed AICD Corporate Governance course.  Manage board processes.  Line manager of CEO. |
| Media/Communications | Knowledge of and ability to optimise mass and social media for organisational messaging | So-so | Excellent communicator (Major in English Literature), teacher of secondary English for 30 years – but limited social media presence |
| Participation/ Grassroots Sports | Understanding of the challenges of recruitment and retention at the club level | Yes | BQ development officer/manager 1991-1997. Developed and/or sustained new leagues. Visited over 400 schools. Coached T-ball to 1st Division |
| High Performance | Understanding of the Pathways Program | Yes | State team coach for more than 20 years. National team coach 2002, 2009, 2014, 2016, 2018. Won SSA National championship (2022), Women’s World Cup (2002). Secondary Phys Ed Teacher since 1989. |
| Sport Administration | Understanding and experience in managing within the sport industry. | Yes | 3 years as Commissioner.  Current National Advisor to School Sport.  Post-graduate study (MBA) in Sports Management.  AICD Corporate Governance Course.  VP at SPBC (2002-03) and Mt Gravatt (1989-90) |
| Corporate Governance | Knowledge of and adherence to processes of the constitution and governance manual | Yes | 3 years as Commissioner.  Completed AICD Corporate Governance course. |
| Medical/Health | Appreciation of the impact and management of physical issues | Yes | Double major in Human Kinesiology (three years of anatomy, physiology, chemistry and biomechanics). Advisor on concussion protocols (SSA) |
| Information Technology | Ability and experience with Office Suite to better create, plan and communicate | Yes | Competency with all office programs (as required by my role with EQ), including SharePoint, OneNote, Teams, Zoom |
| Commercial Fundraising/Sponsorship | Appreciation of and experience in bringing external income to the organisation | Limited | Negotiated sponsorship deals with club and school sport (dollar and in-kind), generally on the smaller scale (<$10k) |
| Policy | Understanding of protocols that must be in place to be operating effectively and ethically | Yes | Enabled and contributed to a new suite of dozens of policies and procedural documents at the board level. |