

Student Director

New student-led organisation / Inaugural Board

Position detail	Description
Position title	Student Director
Number of positions	Five Student Directors elected by Students, one of whom is the Campus Director
Position type	Student Director and non-executive company director
Accountability	To the company and the Board collectively
Term	Two years, with terms staggered so that not all Student Directors' terms expire at the same time. For the inaugural Board, three Student Directors will serve two-year terms and two will serve one-year terms, as allocated in accordance with the Election Rules. A Student Director may serve a maximum of two terms; a one-year inaugural term counts as a term for this purpose.
Maximum terms	Two terms
Payment	Reasonable and nominal fees as determined by the Board in accordance with the Board's remuneration policy. Properly incurred expenses will be reimbursed.
Key relationships	Other Directors, Operations Manager, Project Officer, Company Secretary, University representatives, students and relevant stakeholders

Purpose of the position

The Student Director contributes to the governance and strategic direction of the organisation, brings informed student perspectives to Board discussions and shares full responsibility for decisions made in the best interests of the organisation. One Student Director position is reserved for the Campus Director, who provides representation from the Central Coast Campus or, where determined by the Returning Officer, from other eligible student cohorts. Any Student Director may be elected by the Directors as Chair or Deputy Chair of the Board.

A company-director role

This is not an employee position or an individual advocacy role. The Board governs the organisation collectively. Day-to-day operations are led by the Operations Manager under the direction and control of the Board.

Responsibilities shared by all Student Directors

- Contribute to the organisation's purpose, strategy, priorities and long-term sustainability.
- Read Board papers, prepare for meetings and ask questions where information is unclear.
- Consider budgets, funding proposals, financial performance, risk, compliance and organisational outcomes.
- Bring informed student perspectives while considering students across campuses, cohorts and modes of study.
- Exercise independent judgement and participate in collective Board decisions.
- Act honestly and in good faith in the best interests of the organisation.
- Disclose material personal interests and follow agreed conflict-management arrangements.
- Maintain confidentiality and use Board information appropriately.
- Complete induction, governance capability-building and agreed actions between meetings.

Additional focus of the Student Director role

- Engage appropriately with students and bring relevant evidence and perspectives to Board discussions.
- Help the Board understand how proposed decisions may affect students across locations, cohorts and modes of study.
- Participate in Board committees, consultations or working groups where appointed.
- Support appropriate communication between the organisation and students.
- Champion accessible, responsible and student-focused decision-making within the boundaries of the Director role.

Campus Director

One Student Director position is reserved for the Campus Director. The Campus Director must be a Student enrolled at the Central Coast Campus (being, at the date of adoption of the draft Constitution, the Gosford and Ourimbah campuses). If the Returning Officer determines that there is no appropriate eligible candidate enrolled at the Central Coast Campus, the position must be filled by an Alternative Eligible Student. If the Returning Officer determines that there is no appropriate eligible candidate who is an Alternative Eligible Student, the position may be filled by any eligible Student. The Returning Officer's decision on eligibility is final.

The Campus Director remains a full company director. The Campus Director is not a delegate bound to act only for one campus and must continue to act in the best interests of the organisation as a whole. The Campus Director must, throughout their term, continue to satisfy the eligibility criterion by reference to which they were elected or appointed.

- Maintain an informed understanding of the experiences, barriers and priorities of students at the campus or within the student cohort by reference to which the Campus Director was elected or appointed.
- Encourage accessible engagement with that student community.
- Help the Board test whether services and communications are effective beyond the Callaghan campus.
- Support relationships with relevant campuses, student groups and University areas where appropriate.

Eligibility

To be eligible, a candidate must:

- be an individual aged 18 years or older;
- be enrolled full-time or part-time in a University award program at the time of election or appointment;
- remain a Student throughout the term of office;
- not be disqualified or otherwise legally ineligible to act as a company director;
- complete the required nomination, consent and eligibility declarations; and
- for the Campus Director position, satisfy the eligibility requirements under the draft Constitution (Central Coast Campus enrolment, Alternative Eligible Student or any eligible Student, as determined by the Returning Officer) and provide evidence reasonably requested by the Returning Officer.

Vacation of office

A Student Director vacates office if the Director:

- resigns by written notice to the Company;
- is removed from office by a resolution of the Members;
- ceases to be a Student;
- was elected or appointed for a term and that term expires without re-election or re-appointment;
- fails to attend Board meetings for a continuous period of three months without leave of absence from the Board; or
- ceases to be a Director or becomes prohibited from being a Director under the *Corporations Act 2001* (Cth).

A Student Director's membership of the organisation is tied to their holding of office and ceases automatically when the Student Director ceases to hold office for any reason.

Capabilities and personal qualities

- Sound judgement and willingness to use evidence.
- Reliability, preparation and follow-through.
- Respectful communication and ability to work with different views.
- Confidence to ask questions and contribute constructively.
- Discretion when handling sensitive information.
- Willingness to learn about governance, finance, risk and compliance.

Commitment and support

Area	What to expect
Board meetings	Attend Board meetings as scheduled. The number and duration of meetings will be determined by the Board. Meetings may be held in person or using approved technology.
Preparation	Read agenda papers in advance and prepare questions or comments.
Between meetings	Respond to essential Board communications and complete agreed actions.
Induction	Complete Board induction and governance capability-building.
Support	The Operations Manager and Project Officer will coordinate Board papers, minutes and records and provide governance, operational, financial and compliance advice to support informed decisions.
Reasonable adjustments	Accessible participation arrangements may be requested through newSLO@newcastle.edu.au .

Document control

Field	Details
Document owner	University of Newcastle, pending establishment of the Board
Approval authority	Returning Officer, pending establishment of the Board
Version	0.2
Date	17 October 2026
Related documents	Draft Constitution; Candidate Information Pack; Election Rules; Nomination Form