

## AGECS Council Skills Matrix

### AIM

The skills matrix is aimed to promote good governance in the selection, appointment and retainment of the right combination of people on the Council to ensure: “effective organisational strategies and plans, improved operational effectiveness, prudent regulatory compliance, financial and risk management, improved member & stakeholder engagement & communication flow, and to increase the likelihood and degree to which the organisation actually delivers on its purpose.”

Embedded in the Matrix are the following:

**Skills:** Someone who is qualified and capable of doing the role that is asked of them.

**Connections:** Someone who knows the ECEC sector and is connected well enough to bring additional value to the AGECS.

**Passion:** Someone who really wants to see the AGECS grow because they are passionate about what they do.

**Culture:** Someone who is going to fit into the culture of the AGECS Council and organisation's mission and values. The AGECS encourages applicants from diverse backgrounds.

### USE

The skills matrix allows Council members to self-assess their strengths against a list of required and preferred attitudes, skills and knowledge.

Members are requested to rate themselves against a scale of 1-3:

1. Limited or no experience, knowledge or commitment;
2. Developing or general knowledge, experience or commitment; or
3. Knowledgeable, experienced or fully committed.

This allows Council to clearly determine its combined strengths and areas in which it would seek to access further skills or experience.

The matrix items may be reviewed in the future as Council deems appropriate.

**The skills highlighted in bold are currently being sought by the AGECS Council.**



The Association of Graduates  
in Early Childhood Studies

ATTITUDES	Total Score	Desired Target	Future focus
Ability to support/engage in constructive discussion			
Time & energy to commit to - preparation for and participation in Council and Committee meetings and follow up activities - regular attendance at Council and Committee meetings			
<b>SKILLS/KNOWLEDGE - REQUIRED</b>			
Analysis of documents			
Demonstrate respect to Aboriginal and Torres Strait Islander peoples by understanding and observing cultural protocols			
Demonstrate understanding of inclusion			
<b>Financial Literacy</b>			
Risk Management			
Sector Engagement			
Strategic Planning			
Understanding board responsibility including legal and compliance requirements including but not limited to: <ul style="list-style-type: none"> <li>• To act with reasonable care and diligence.</li> <li>• To act honestly and fairly in the best interests of the charity and for its charitable purposes.</li> <li>• Not to misuse their position or information they gain as a Responsible Person.</li> <li>• To understand and declare any conflict of interest prior to each meeting or instance of decision making (e.g. decisions made electronically)</li> </ul>			
<b>SKILLS/KNOWLEDGE - DESIRABLE</b>			
<b>Academic Research</b>			
Archiving			
<b>Community / Networking</b>			
<b>Human Resources</b>			
<b>Information technology / Social Media</b>			
<b>Legal</b>			
Marketing			
Meeting and event management			
Not for profit governance			
Political or community affairs			
Social trends			
<b>TOTAL</b>			