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| **Role Title:**  | General Member  | **Organisational Team:**  | Management Board  |
| **Position Hours:**  | Approx. 10 hrs per month  | **Remuneration:**  | Volunteer role  |

1. **Position Summary**

The role of a General Member on the Coastal Dry Tropics Landcare Inc. (CDTLI) committee is to support the Executive Committee by contributing and assisting them with the running of the organisation.

The General Member will be familiar with CDTLI information so when approached by members / community can give the correct advice. This information includes but is not limited to name / location of Landcare sites; current projects; mission, vision and strategic goals; group resources and educational material; scheduled events.

1. **Roles and Responsibilities**
2. Attend and contribute to monthly committee meetings.
3. Participate in discussion and decision making of the committee.
4. Play an active role on the committee and be prepared to take on additional tasks when allocated to you.
5. Be available to help with organisation duties such as community events and Landcare Days.
6. Be prepared to be part of sub-committees when necessary to work on smaller projects as directed by the committee.
7. Provide regular updates back to the committee in a timely manner.
8. Don’t be afraid to raise issues and concerns.
9. Must be discreet and maintain confidentiality on relevant matters.
10. **Financial Delegation**

General members on the committee do not have a financial delegation unless leading a particular project / activity which would include details regarding expenditure of funds.

1. **Preferred Skills**

* Have the ability to think laterally.
* Strong leadership and communication skills
* Sound understanding of the committee and the roles within it.
* Be willing to accept responsibility.
* Enthusiastic and dedicated to the organisation.
* Ethical, honest, and trustworthy.
* Committed to the organisation’s vision.
* A team player.