



Expression of Interest - Norfolk Island Radio Ltd - Director role

Norfolk Island Radio Ltd (**NIR**) is seeking expressions of interest (**EOI**) from suitably qualified applicants who live on Norfolk Island, or have a close connection to the Island, to fill two (2) vacancies on the Board of Directors of NIR.

About NIR

NIR is a public company limited by guarantee incorporated under the *Corporations Act 2001* (Cth). NIR is a not-for-profit organisation, owned and funded by the Norfolk Island Regional Council (**the Council**).

The Council's intention in establishing NIR was to provide for the future and ongoing operation of Norfolk Island's community radio station, Radio Norfolk, with NIR proposed to be ultimately the holder of the Licence (1180039) (**Licence**) that will operate Radio Norfolk post June 2025.

About Radio Norfolk

The Council currently operates Radio Norfolk itself pursuant to community radio broadcasting licence number 1180039. Details of this Licence, which is due to expire on 16 June 2025, are available on the Australian Communications and Media Authority (ACMA) Register of Radiocommunications Licences at: https://web.acma.gov.au/rrl/licence_search.licence_lookup?pLICENCE_NO=11272426/1

Radio Norfolk has been servicing the remote Norfolk Island community for over 60 years and is a vital and essential part of community life on the Island.

Due to the nature of the content of the service, the target audience is every Norfolk Island resident as well as visitors to the Island. Radio Norfolk meets the needs and interests of the community by delivering broadcasts and programming that provides for the broadcasting of: aircraft and weather information; deaths and funeral notices; interviews; shipping news; local notices; birthday requests; emergency responses; sport and business-related information; Council updates; and Relay Australia and New Zealand news. It delivers programs that provide social connectedness with the broader Island community on local notices and activities, and a link with the rest of the world by providing current affairs and news (relayed through ABC news and Radio New Zealand news).

Radio Norfolk also provides the community with opportunities for information sharing and engagement with visiting educators, including universities, research organisations, and cultural and environmental groups. In addition, the radio service provides an avenue for the community to engage with Commonwealth and State government agencies on key policy and government services.

Radio Norfolk currently operates under the Licence allocated to the Council by the amendments made by *Territories Legislation Amendment Act 2020* (Cth). Council's Licence was extended from 16 June 2023 to 16 June 2025 to enable Council to put the necessary transition and transfer arrangements in place to ensure Radio Norfolk can continue to lawfully operate.

Council and NIR are currently working with the ACMA to implement these transition and transfer arrangements. Subject to obtaining approval from the ACMA, the transfer of the Licence from Council to NIR is hoped to occur in the coming months, to enable NIR to submit a licence renewal application to the ACMA by the deadline of 16 December 2024 (a timeframe that is set by the ACMA being the date that is no later than 26 weeks before expiry of the Licence).

A key aspect of these transition and transfer arrangements is identifying and appointing up to two (2) suitable members of the local Norfolk Island community to NIR's Board of Directors. The presence of local community members on the Board of NIR is seen as critical to fully representing the local community's interests.

Applicant requirements

Noting the above, NIR is undertaking this EOI process to identify interested individuals who live on Norfolk Island, or have a close connection with the Island, who have the qualifications, knowledge, experience, and attributes that will contribute to NIR achieving its objectives of delivering to the Norfolk Island community the service of an ongoing radio station.

Applicants must be able to demonstrate their capability to work as Directors of the Board to make strategic and management decisions in delivering a community broadcast radio service to the Norfolk Island community in accordance with any community broadcasting licence that is ultimately granted by the ACMA.

Suitable applicants must meet the following requirements:

- live within, or have a demonstrable connection to, the Norfolk Island local government area;
- be able to attend regular Board meetings;
- not be bankrupt or insolvent under administration;
- not be prohibited from being a director or managing a corporation under the *Corporations Act 2001* (Cth).

Applicants will be assessed against the following criteria:

- Demonstrated knowledge, skills and experience in board, committee or leadership roles in preferably community-based not-for-profit or similar organisations, with experience and knowledge in community broadcasting highly regarded.
- Strong knowledge, expertise and networks in one or more of the following areas – community broadcasting, community and stakeholder engagement, communication, finance, legal, and risk management.
- Evidence of high professional and ethical standards of behaviour, including team participation, sound judgment, ability to interpret information, and relate effectively with community and a range of stakeholders.
- A willingness and demonstrated ability to devote time and energy to the role and represent the interests of the Norfolk Island community.

Role details

In recognition of the community service objectives of the company, the role of Director on the Board of NIR is a voluntary and an unpaid role. Any out-of-pocket expenses in performing the role, such as any travel or operational expenses, may be considered for reimbursement and will be subject to formal approval of the Chair of the Board prior to any expense being incurred.

The estimated time commitments include attendance at quarterly Board meetings and ad hoc meetings as may be required. Time may also be required to attend or be involved with communication, community and stakeholder engagement activities from time to time.

Application process

An EOI application should include:

- A written application of no more than two pages addressing why you would like to serve on the NIR board, how you think your skills, attributes and/or experience align to the above criteria and confirm your ability to meet the eligibility requirements.

You should also describe any current commitments, any perceived or actual conflicts of interest that may relate to NIR.
- A current copy of your curriculum vitae (CV).
- Names and contact details of two referees. Please note that your application and CV may need to be shared with the Council and the other NIR directors.

To submit an EOI for this role, please email your application to nir@ninet.nf by no later than close of business on **Monday, 16 September 2024**.

Applications will be considered and reviewed in relation to the eligibility requirements. Shortlisted applicants will be asked to sign an appropriate confidentiality agreement, prior to any interview.

For any further information regarding this EOI, please contact Cheryl (Sarlu) LeCren, Manager Customer Care, Norfolk Island Regional Council on +6723 22001.