

GRANN Board Roles & Responsibilities

At GRANN, we centre accessibility, collective care, and lived experience leadership. While Board members carry legal governance responsibilities, we are committed to ensuring that governance is neuro-affirming, transparent, and sustainable.

Board roles are structured to meet legal requirements while allowing flexibility in how tasks are shared and supported. We aim to reduce unnecessary hierarchy, prevent burnout, and create space for Autistic and Neurodivergent leadership to thrive within a compliant governance framework.

GRANN actively encourages Autistic and Neurodivergent people to nominate for Board positions.

Serving on the GRANN Board is a governance responsibility. It is not a staff or operational role.

The Board exists to steward GRANN's charitable purpose, ensure compliance, and protect the long-term sustainability of the organisation.

GRANN's governance model centres lived experience, accessibility, and collective care, while also meeting legal duties under:

- Associations Incorporation Act (Qld)
- ACNC Governance Standards
- Public Benevolent Institution (PBI) obligations
- Deductible Gift Recipient (DGR) requirements

Board members are volunteers and are not paid for governance duties.

Governance Role of the Board

The Board is responsible for:

- Upholding GRANN's charitable purpose
- Ensuring compliance with the Constitution and legislation
- Strategic direction and oversight
- Financial accountability and risk management
- Safeguarding and duty of care
- Conflict of interest management
- Protecting member rights

The Board governs. It does not manage day-to-day operations unless delegated.

Board Term Structure

Under the proposed constitutional amendments:

- Board members may serve terms of up to three (3) years
- Terms may be staggered to ensure continuity
- Members retain the right to elect and remove Board members

This model reduces burnout while maintaining accountability.

Officer Roles (As Required by Constitution)

President (Community Guide)

The President:

- Chairs meetings
- Ensures governance compliance
- Represents GRANN externally when authorised
- Supports strategic alignment

This role facilitates governance, it does not control decision-making.

Vice-President (Optional Officer Role)

If elected, the Vice-President:

- Supports the President in governance responsibilities
- Acts in the President's role if they are unavailable
- Assists with strategic coordination
- May take on delegated oversight responsibilities as determined by the Board

The Vice-President role is optional and will only be filled if a nomination is received and members elect the position.

Secretary (Care Coordinator)

The Secretary:

- Ensures meeting notices and minutes are compliant
- Maintains constitutional and governance records
- Oversees AGM compliance requirements
- Supports clear communication

Legal documentation responsibilities cannot be waived.

Treasurer (Resource Steward)

The Treasurer:

- Oversees financial reporting
- Ensures funds are used for charitable purposes
- Presents financial statements at the AGM
- Monitors risk and sustainability

Financial transparency is a legal obligation.

General Board Members (Community Builders)

Board members collectively:

- Participate in strategic decisions
- Vote on governance matters
- Review risk and compliance
- Support safeguarding and accountability

Board members may also contribute lived-experience insight and advocacy expertise.

Separation from Social Enterprise

Board membership:

- Does not automatically confer Social Enterprise participation
- Is separate from paid contractor or contributor roles
- Must manage any financial conflicts transparently

Governance and potential income-generating activities are intentionally separate to protect GRANN's charity status.

Conflict of Interest Obligations

Board members must:

- Declare actual or perceived conflicts
- Recuse themselves from relevant decisions
- Prioritise GRANN's best interests

Transparency protects community trust.

Support & Accessibility

GRANN recognises governance can feel intimidating.

Board members may request:

- Adjustments
- Shared documentation formats
- Mentoring support

Accessibility does not remove legal duties, but support is available.

Serving on the Board means holding the structure that protects the work.

Board service is a shared stewardship role. Responsibilities may be distributed across the Board where appropriate, and support is available to ensure members can fulfil their duties sustainably.

While governance carries accountability, it should not require masking, overextension, or self-sacrifice. GRANN is committed to open communication, reasonable adjustments, and collective problem-solving so that Autistic and Neurodivergent leaders can contribute in ways that honour both their needs and the organisation's responsibilities.