



ANIMAL WELFARE ADVISORY COMMITTEE INFORMATION PACKAGE

POSITION	Member (x2)
TERM	3 Years
LOCATION	Statewide, Tasmania. Interstate appointments will be considered.
CONTACT	Fiona Dejersey, Policy Officer, Animal Welfare 0428 504 150 or Fiona.Dejersey@nre.tas.gov.au

COMPOSITION

The Animal Welfare Advisory Committee is established under Part 6 of the *Animal Welfare Act 1993* (the Act). The Committee's membership, powers and procedures are outlined in section 40(1) of the Act. The functions include:

- Providing advice to the Minister on matters referred to the Committee by the Minister and any matters relating to animal welfare including standards and guidelines.
- To advise the Minister on any changes to animal welfare legislation.
- Identify and develop educational strategies for animal welfare.
- Any other functions as determined by the Minister and the Act.

The Animal Welfare Advisory Committee consists of 13 persons, which includes representatives of specified organisations and representatives from the community who are appointed by the Minister for Primary Industries and Water.

ROLE DESCRIPTION

The Members are responsible for:

- Having a general understanding of the Act and the powers and functions of the Animal Welfare Advisory Committee

- Adequately preparing for, attending, and participating in meetings
- Adhering to all Animal Welfare Advisory Committee policies, including but not limited to the Terms of Reference, Conflicts of Interest, Code of Conduct and Confidentiality arrangements.
- Acting in the best interests of the Animal Welfare Advisory Committee
- Acting with the degree of care and diligence that a reasonable person might be expected to show in the role

MEETINGS

The Animal Welfare Advisory Committee meets four times a year or as required, with meetings held online (Microsoft Teams) or in person at Launceston.

Meetings are held during business hours, generally for half a day.

A time commitment of approximately three hours per month is required and includes preparing for and attending quarterly meetings.

REMUNERATION

Members may be eligible to receive a sitting fee to participate on the Animal Welfare Advisory Committee. Eligibility is in accordance with the Tasmanian Government Board Fee Policy.

The Animal Welfare Advisory Committee is sized as an E3 (Policy/Review – Narrow Focus) Committee under the Tasmanian Government Board Fee Policy. Sitting fees are determined by the Minister and are currently set at \$10 000 per annum for the Chairperson and \$200 per sitting for a member.

Expenses incurred as a member of the Animal Welfare Advisory Committee may also be reimbursed in compliance with the Department of Natural Resources and Environment Tasmania's travel and personal expenses policy.

SECRETARIAT

Biosecurity Tasmania within the Department of Natural Resources and Environment Tasmania provides secretariat support for the Animal Welfare Advisory Committee.

KEY SELECTION CRITERIA

Applicants are required to have knowledge or expertise in the following areas:

EXPERIENCE

ESSENTIAL

- Experience in a sport or recreation that involves animals; or

DESIRABLE

- Experience representing members of a community that uses animals for recreation; or



<ul style="list-style-type: none"> • Experience working in or otherwise being involved in an intensive animal industry (such as pigs, poultry or aquaculture). 	<ul style="list-style-type: none"> • Experience representing an intensive animal industry.
SKILLS AND ATTRIBUTES	
ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Ability to read and interpret information about animal welfare. 	<ul style="list-style-type: none"> • Ability to research and prepare papers about animal welfare issues.
<ul style="list-style-type: none"> • Ability to engage in evidence-based discussions. 	<ul style="list-style-type: none"> • Ability to present information and lead discussions.
<ul style="list-style-type: none"> • Genuine interest in animal welfare. 	

THE RECRUITMENT PROCESS

HOW TO APPLY

Should you wish to be considered for appointment, please submit the following:

- Completed Expression of Interest Form (including a Conflict of Interest Disclosure Form);
- A maximum two-page statement that outlines your relevant qualifications and experience; and
- Your current curriculum vitae

To statutoryauthorities@nre.tas.gov.au by 5pm, Sunday 27 October 2024.

SHORTLISTING AND INTERVIEWS

A panel will convene after the closure date to review all applications received. Shortlisted candidates may be invited for an interview. Recommendations of suitable candidates will be submitted to the Portfolio Minister for consideration.

APPOINTMENT

Government policy requires that a Minister briefs Cabinet on all proposed appointments and re-appointments to Tasmanian Government boards and committees. This briefing must occur before a potential appointee can be offered an appointment by way of an Instrument of Appointment.

Appointments do not proceed without Cabinet endorsement.

PROBITY CHECKS REQUIRED

Candidate/s recommended for appointment will undergo the following probity checks:

- Australian Securities and Investment Commission (ASIC)
- Australian Financial Security Authority (AFSA)

TIMING

It is not uncommon for the process to take a period of three to six months.



GENDER EQUITY GUIDELINES

The Tasmanian Government is committed to 50 per cent representation of women across all of its boards and committees. More information can be found in the Government's Women on Boards Strategy 2020-25 available at:

https://www.women.tas.gov.au/information_and_resources/women_on_boards_and_committees

