



Australian  
Institute of  
Architects

Position Description

# National President

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## National President

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### Where architects belong

We represent over 14,000 members globally, committed to raising design standards and positively shaping the places where we live, work and meet. We operate through a National Office and State and Territory Chapters, governed by a Board of Directors and supported by the National Council. The Institute promotes high-quality design, and sustainability, and supports architects through advocacy and professional development.

Our governance framework seeks to facilitate effective leadership through policy development and provision of strategic directions.

#### Our values

- **One Community** – embracing diversity and open communication
- **Innovation** – demonstrating leadership with courage and creativity
- **Accountability** – acting with integrity, responsibility and sustainability
- **Respect** – relating with empathy and recognition for effort
- **Collaboration** – working together, with trust and transparency

### A role with purpose

The National President leads the National Council (NC). The National President is responsible for leading and managing the meetings and affairs of the Council. The President is responsible for the leadership of the National Council including:

- Setting the agenda for matters to be considered by the National Council
- Facilitating proper information flow between the Board, Institute Executive team, and National Council
- Communicating views and decisions of the Board and Institute Executive back to National Council, and views of National Council to the Board and Institute Executive

Appointed by election as outlined in the Constitution, the position follows a 3-year term of:

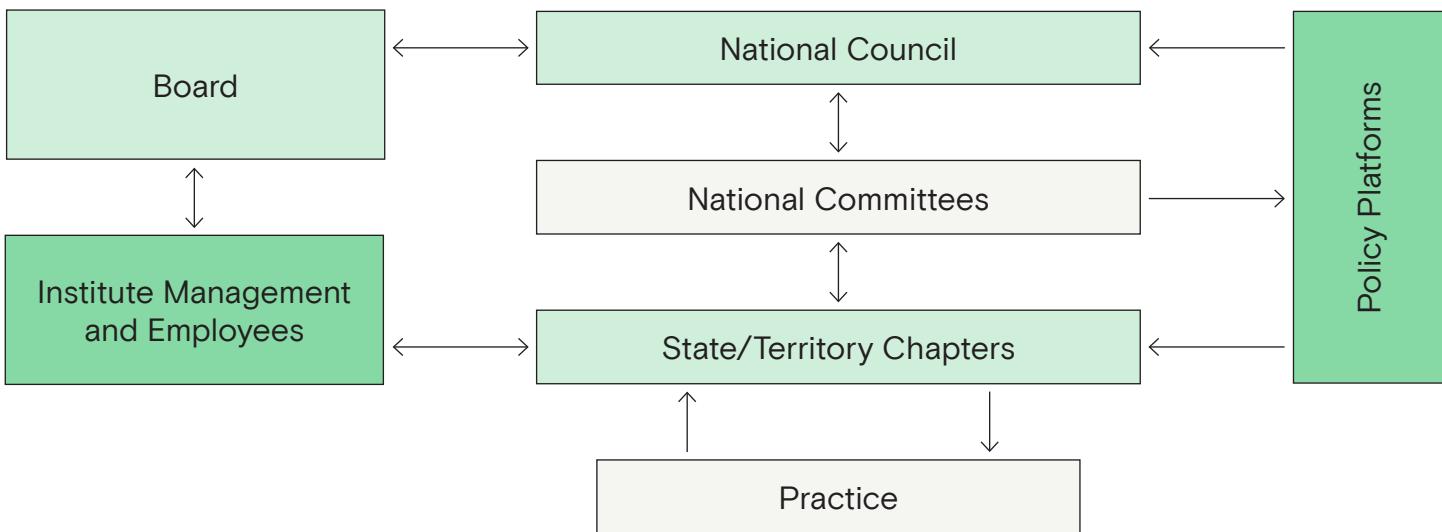
- 1st year National President Elect,
- 2nd year National President, and
- 3rd year Immediate Past President.

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<b>Position</b>	National President
<b>Date</b>	June 2025
<b>Remuneration</b>	\$15,000 President Stipend
<b>Expectation</b>	<ul style="list-style-type: none"><li>Leadership of National Council</li><li>Attendance at, and preparation for, four formal National Council Meetings</li><li>Attendance at, and preparation for, six formal Board meetings</li><li>The National President must also be a member of at least one of the board committees and from time to time attend meetings of National Committees of the National Council</li><li>Drive National Council Agenda and the delivery of KPI's</li><li>Work closely with The Institute CEO, President Elect, Immediate Past President, Board Chair and the National Council</li></ul>

## Context of role within governance structure



## Communications

The National President communicates, on behalf of the National Council and the membership body. Within the context of the elected position the National President needs to work closely with the Chair of the Board and CEO to ensure that communication to members is aligned with the position of the Board.

## Accountability

In accordance with the Constitution, Institute policies, procedures and guidelines, and working in association with relevant Institute staff and Board, the National President is accountable for leading National Council. The National President is also a member of the Institute's Board.

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### What you'll be doing

<b>Strategic leadership</b>	<ul style="list-style-type: none"><li>• Role model professional behaviour across all levels of the organisation: Board, National Council and Committees</li><li>• Work to implement applicable Institute policies - in particular the Member Behaviour Policy, WHS Framework and Delegated Authority Policies</li><li>• Provide leadership to organisation and be a role model in line with relevant charters.</li><li>• Advance established National Council priorities in collaboration with National Council members, the CEO and Institute staff, and the Board of Directors.</li><li>• Develop in consultation with National Council new priorities when required.</li><li>• Establish key speaking points to underpin media representations for agreed National Council priorities in consultation with the CEO or their representative.</li><li>• Protect the interests of members and other stakeholders.</li><li>• Articulate and spread the organisation's values, vision, mission and strategies in collaboration with the Institutes policy advocacy and communications teams</li><li>• Lead national initiatives into actionable programs that address member needs while maintaining alignment with the Institute objectives</li><li>• Provide a considered national perspective and evidence-based input to national policy development, particularly on regulatory and industry matters</li><li>• Help support a vibrant architectural community through targeted engagement programs and meaningful partnerships</li><li>• Drive advocacy campaigns that amplify the Institute's national agenda and priorities</li><li>• Be a custodian of the institute's legacy and strategic objectives and support leadership succession in line with the constitution</li></ul>
<b>Governance</b>	<ul style="list-style-type: none"><li>• Support the Board and National Council on standards of ethical behaviour and promotion of a culture of corporate and social responsibility</li><li>• Chair National Council meetings by providing well-researched insights while leading strategic discussions</li><li>• Drive effectiveness of National Council and its committees through meaningful collaboration and delegation</li><li>• Implement robust risk management practices aligned with the Boards frameworks</li><li>• Providing comprehensive governance insights and maintain strong compliance standards</li></ul>

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### What you'll be doing

<b>Member engagement</b>	<ul style="list-style-type: none"><li>Lead member engagement strategies through structured consultation programs to ensure member voices are effectively represented</li><li>Ensure systematic feedback mechanisms are utilised to capture member insights and concerns while ensuring timely response and action</li><li>Champion the national awards program, driving participation and recognition while maintaining program integrity</li><li>Support and advise on the creation of targeted engagement programs for different member segments</li><li>Foster mentorship and knowledge-sharing networks</li><li>Support the implementation of national professional standards</li></ul>
<b>Industry liaison and engagement</b>	<ul style="list-style-type: none"><li>Serve as an Institute representative, managing relationships with government, industry, and educational institutions</li><li>Cultivate and maintain strategic partnerships with approved organisations and allied professionals</li><li>Drive industry engagement through structured communication programs and regular consultation</li></ul>
<b>Policy and advocacy development</b>	<ul style="list-style-type: none"><li>Lead the review and development of member-focused policies</li><li>Lead the review and development of externally focused advocacy positions for adoption by the Board</li><li>Review and/or develop advocacy position statements and media releases with relevant staff</li><li>Seek input from members at the appropriate level across the organisation.</li><li>Seek expert advice from management and other specialists with the approval of the CEO</li><li>Assist in the articulation and dissemination of the organisation's values, vision, mission and strategies</li><li>Support the Board on standards of ethical behaviour and promoting a corporate and social responsibility culture</li></ul>

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### Eligibility

- Be a current National Councilor
- Be appointed by an election process per Rule 8.6 of the Constitution

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### The skills you bring

<b>Industry knowledge</b>	<ul style="list-style-type: none"><li>• Demonstrates a broad understanding of the practice, education, regulatory and business context of the practice of Architecture in Australia</li><li>• Understands architectural practice, including professional standards, and industry trends and practices</li><li>• Demonstrates familiarity with key stakeholders in the profession, including regulatory bodies, educational institutions, and allied professions</li><li>• Understands the challenges and opportunities facing the architectural profession, such as technological advancement, climate change adaptation, and urban planning</li><li>• Demonstrates awareness of the economic factors and their impact on architectural services</li></ul>
<b>Stakeholder management</b>	<ul style="list-style-type: none"><li>• Builds and maintains strong relationships with diverse stakeholders, including members, industry partners, and community leaders</li><li>• Effectively balances and prioritises the needs and expectations of various stakeholder groups, ensuring alignment with the Institute's mission and goals</li><li>• Communicates persuasively and diplomatically across different platforms to influence stakeholders and gain support for key initiatives</li></ul>
<b>Emotional intelligence</b>	<ul style="list-style-type: none"><li>• Demonstrates high self-awareness and effective self-regulation in professional interactions, managing own emotions and responses appropriately in varying situations</li><li>• Shows empathy and understanding towards others' perspectives, demonstrates actively listening, and responding with sensitivity to different communication styles and needs</li><li>• Builds and maintains meaningful professional relationships through effective social skills, fostering trust and collaboration across all levels of the organisation</li><li>• Uses emotional intelligence to motivate others, create inclusive environments, and contribute to a positive Institute culture</li></ul>
<b>Commercial acumen</b>	<ul style="list-style-type: none"><li>• Displays strong commercial acumen and understanding of member-based organisations</li><li>• Shows ability to balance service delivery with organisational sustainability</li><li>• Demonstrates clear understanding of professional development needs and ability to drive meaningful initiatives within a professional context</li><li>• Exhibits strong capability to represent the organisation credibly across various professional forums</li></ul>

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### The skills you bring

<b>Strategy</b>	<ul style="list-style-type: none"><li>Ability to think strategically, identify and critically assess opportunities and threats, and develop effective strategies</li></ul>
<b>Policy development</b>	<ul style="list-style-type: none"><li>Ability to identify key issues and opportunities for the Institute and develop appropriate policies to define the parameters within which the organisation should operate</li></ul>
<b>Risk and compliance oversight</b>	<ul style="list-style-type: none"><li>Ability to identify key risks to the organisation in a wide range of areas including legal and regulatory compliance and monitor risk and compliance management frameworks and systems</li></ul>
<b>Financial performance and planning</b>	<ul style="list-style-type: none"><li>Experience in accounting and/or finance with the ability to:<ul style="list-style-type: none"><li>analyse key financial statements</li><li>critically assess financial viability and performance</li><li>contribute to strategic financial planning</li><li>oversee budgets and the efficient use of resources</li><li>oversee funding arrangements and accountability</li></ul></li></ul>
<b>Investment strategy</b>	<ul style="list-style-type: none"><li>Experience in investment strategy, policy and oversight, including property, trusts and foundations, and the associated legal frameworks</li></ul>
<b>Executive management</b>	<ul style="list-style-type: none"><li>Experience at an executive level</li></ul>
<b>Commercial experience</b>	<ul style="list-style-type: none"><li>A broad range of commercial/business experience in areas including marketing, branding, communications, sales, and business systems, practices and improvement</li></ul>