



Jika Jika Community Centre's call for Expressions of Interest to become a Member of the Committee of Governance.

Jika Jika Community Centre is currently seeking expressions of interest from those who wish to give back to the community by actively assisting a not-for-profit neighbourhood house as a member of the Committee of Governance. This is a volunteer position.

The Jika Jika Community Centre Committee would strongly support applicants with small business experience.

The Jika Jika Community Centre Committee of Governance are responsible for the governance of the Community Centre, ensuring that our organisation meets all legal requirements and remains accountable to its community, funders and other stakeholders.

Committee of Governance members must undertake a police check; complete a Committee nomination form and volunteer application form.

Position title: Committee Member, Jika Jika Community Centre, Committee of Governance

Organisation description:

Jika Jika Community Centre Inc is a Neighbourhood House, located in the southern-most section of Northcote. Jika Jika operates out of two sites, both in quiet residential streets, giving the Centre a strong neighbourhood feel. Both venues are close to the Westgarth shopping strip and are well served by public transport.

Jika Jika Community Centre encourages the participation of all members of the community. More than 700 people attend programs and activities at Jika Jika on a regular basis. Current programs focus on meeting the needs of:

- children and their parents (especially those at home caring for these children)
- older people - especially older women
- people on low incomes
- local people involved

Our Vision

Jika Jika Community Centre has a vision for a vibrant community that is connected, compassionate, and fair; underpinned by opportunity, goodwill and respect.

Our Purpose

To make a positive contribution to our community by:

- ☐ **Building community connections:** Promote and protect the role of the community, with an emphasis on supporting, training and empowering marginalised groups.
- ☐ **Acting as an enabler:** Provide access to training and other opportunities that will assist people in identifying and achieving their goals.

- ☐ **Providing leadership:** Role model behaviours that are important to us in the community.
- ☐ **Promoting social justice:** Support our community to advocate for a fairer and more equitable society.

Our Values

It is important to us that we act in our community in a way that respects and encourages:

- ☐ Social Justice and Equality of Opportunity
- ☐ Environmental Sustainability
- ☐ Empowerment - enabling people to advocate for themselves
- ☐ Pro-active and Visionary thinking
- ☐ Optimism, Humour and Positivity
- ☐ Transparency and Accountability

Expectations: As a Jika Committee of Governance member, the successful applicant would be expected to attend a 2 hour monthly Committee meeting, except December and an AGM in October. Meetings are held from 7pm – 9pm on Tuesday or Thursday evenings on the 3rd week of the month. There is also occasional work and meetings outside of these hours. A childcare subsidy is available for eligible members for meeting times.

Position description: Members of the Committee

Committee members share these major responsibilities while acting voluntarily in the interest of the Jika Jika Community Centre:

- Organisational leadership, strategic direction, future visioning and probity
- Organisation of the Committee, Officers, and Sub Committees
- Financial management, including adoption and oversight of the annual budget
- Promotion of the organisation
- Management oversight
 - Adoption and oversight of policies and procedures
 - Evaluation and staff development of Centre Manager
 - Review of organisational plans and reports

If you would like further information please contact Gina Wittingslow, Manager Jika Jika Community Centre at office@jikajika.org.au or call 9482 5100