

Position Description

Position Title:	Community Representative, Sustainability Advisory Committee
Business Unit:	Climate and Sustainability
Status:	Volunteer
Reviewed:	May 2022

1. About the City of Glen Eira

The City of Glen Eira is located in Melbourne's south-east suburbs, approximately 10 kilometres from Melbourne's central business district. The City includes the suburbs of Bentleigh, Bentleigh East, Carnegie, Caulfield, Caulfield East, Caulfield North, Caulfield South, Elsternwick, Gardenvale, Glen Huntly, McKinnon, Murrumbeena, Ormond and part of the suburbs of Brighton East and St Kilda East.

Glen Eira has a vibrant and diverse community which is proud of its cultural heritage. It has 68 beautiful parks, 45 sporting ovals, 40 educational institutions, 35 strip shopping centres and almost 6000 businesses. It is home to more than 141,000 people and significant Melbourne icons such as Ripponlea, the Caulfield Cup, ABC television studios, Yarra Yarra Golf Club, the Jewish Holocaust museum and much more.

2. About the Sustainability Advisory Committee

Council has established the Sustainability Advisory Committee to assist Council in relation to responding to the climate emergency and protecting and enhancing environmental sustainability.

The Committee operates within the Terms of Reference that Council sets. Membership of the SAC includes three Councillors and four community representatives who live in Glen Eira.

The Committee meets at least four times per year to provide advice and recommendations in relation to climate change, energy, circular economy, water and biodiversity. This includes:

- Providing advice on the implementation of the *Our Climate Emergency Response Strategy*
- Reviewing policy and strategy updates and monitoring progress
- Providing advice on Council's advocacy priorities
- Facilitating understanding of local sustainability issues and opportunities in Glen Eira.

3. Community representative role

The role of SAC community representatives is to contribute to achieving SAC's overall role as outlined above, drawing on each members' interest, experience, local knowledge and ideas.

This role is as a non-voting and voluntary and does not include acting or speaking on behalf of SAC or Council.

4. Selection Criteria

Community

- Must be a resident of the City of Glen Eira
- Demonstrated interest in and commitment to community action
- Links to local community groups or networks.

Position Description

Knowledge and skills

- Knowledge of and commitment to environmental sustainability, particularly issues relevant to local government and the Glen Eira community.
- Knowledge of or interest in Council's role in serving the Glen Eira community is desirable
- Knowledge of the legal limitations of Council desirable
- An understanding of local government's role in relation to other levels of Australian government desirable.

Interpersonal skills

- Willingness to effectively participate and contribute in meetings

5. Other Information

The role is voluntary and attracts no remuneration. In accepting the role, the incumbent commits to:

- Attending at least four Sustainability Advisory Committee meetings annually.
- Abiding by Council's policies and procedures.
- Requesting leave of absences and notifying Chair of apologies prior to meetings.

Council will appoint members to the Sustainability Advisory Committee on a biennial basis. Existing members may reapply.

Members names are made publicly available on Council's website, and in meeting minutes, considered and endorsed at Glen Eira Council meetings.