



AusNCP Governance and Advisory Board OECD Guidelines for Multinational Enterprises

Vacant Board Member Position – Business Representative

About

The Australian National Contact Point (AusNCP) in the Australian Government Department of the Treasury is responsible for furthering the effectiveness of the OECD Guidelines for Multinational Enterprises (the Guidelines). This includes promoting responsible business conduct and providing a mediation and conciliation platform for helping to resolve specific instances of alleged non-observance of the Guidelines. The AusNCP function is supported by a Secretariat in the Treasury, an Independent Examiner and a Governance and Advisory Board (Board) comprising representatives from several government and non-government organisations. The Independent Examiner is responsible for managing all complaints (specific instances) brought to the AusNCP and for raising awareness of the AusNCP functions and the Guidelines.

The role

The AusNCP is seeking a **business representative** to fill a **non-Government** Advisory Board membership position in a voluntary capacity for a 3-year term. Suitable applicants will also be shortlisted for a business representative proxy position and future opportunities. Members are not remunerated, however non-government members will be compensated by Treasury for pre-approved out of pocket expenses, including travel to attend relevant meetings.

As a **business representative** on the AusNCP Governance and Advisory Board, you will:

- Actively assist the Treasury in conducting outreach and publication activities that promote the AusNCP and the Guidelines, in accordance with an annual promotional plan. Board members are also encouraged to promote the application of the Guidelines as appropriate in their ordinary business.
- Provide input on and support the effective handling of complaints, including providing oversight of matters of procedural fairness. Members will engage with the Independent Examiner as necessary to ensure accountability of the Independent Examiner's decision making, in line with established and published guidance of the OECD and the AusNCP. This includes:
 - advising the Independent Examiner on the application of the Guidelines and procedures in relation to complaint handling and decision making;
 - recommending or facilitating access to additional expertise on issues outside the Board and Independent Examiner's knowledge and experience;
 - contributing to Treasury and the Independent Examiner's understanding of broader contexts and emerging issues relevant to complaints under consideration; and
 - conducting procedural reviews of the AusNCP's management of complaints when necessary and in accordance with AusNCP procedural guidance.



Skills and Experience

Applications are encouraged from Australian based business or industry professionals with experience in OECD matters or national/ international stakeholder networks and expertise in one or more of the following areas: responsible business conduct; complaint handling; public policy; and corporate governance.

Further details on this role can be found in the Terms of Reference found on the AusNCP website - www.ausncp.gov.au/about/governance-and-advisory-board

Please email your CV and provide a one-page pitch about your interest in joining the AusNCP Governance and Advisory Board to Ruth Moore, Manager AusNCP Secretariat - secretariat@ausncp.gov.au. For any enquiries please call 02 6263 2224.

Applications close **30 October 2020**.