



**Last updated: 9 October 2025**

## **Eligibility for Board Membership**

Any financial member of EFA may self-nominate for election to the Board at the Annual General Meeting (normally held in Oct or Nov). Nominations for a minimum of **five** of the **ten** Board positions are called **42** days before each AGM. In addition, the Board is empowered to co-opt up to three casual Board Members at any time during the year, who normally remain in the position until the next AGM (at which time they may nominate for election).

There are no specific qualifications for Board membership. It is expected that prospective Board Members are people who support and are aligned to EFA's Objectives and Purposes, are digitally literate and are willing and able to contribute to one or more of EFA's areas of activity.

Ideally Board Members will take a general interest in all EFA policy areas so that they can participate in policy formulation, however those Board Members with detailed knowledge or specific domain eminence in a particular topic or skill set can still be of great assistance to EFA.

All nominees **must** have a [Director Identification Number](#) (DIN), or commit to getting one **before** the AGM.

## **Compliance with EFA Ethical Standards**

Prospective Board Members are required to agree to comply with the [EFA Ethical Standards](#), prior to their nomination being accepted or being co-opted to the Board. This Code covers EFA Board Members' obligations regarding matters such

as conflicts of interest and confidentiality, and is based on the [South Australian Incorporated Associations Act 1985](#).

# Operation of the EFA Board

## Management and Administration

The EFA Board is responsible for EFA policy formulation, decision making and oversight of organisational activities and administration.

The Board currently consists of volunteer Board Members. Elected (and any co-opted/casual) Board Members act in a voluntary capacity; they are not remunerated for time spent on EFA activities.

The volunteer Board Members can be the Officers of the Association (Chair, Vice-Chair, Treasurer and Secretary) who are elected by the Board, selected from the current Board Members, **after** the AGM.

## Board Meetings

Board meetings are held via videoconference at least once every two months but monthly is the norm. Occasionally the Board may meet in real life, but at most once per year. Any Board member that is absent for **three** consecutive meetings without providing apologies in advance may be subject to removal from the Board subject to Rule 11.(iv).

## Publication of Board Member names and profiles on EFA Web site

The names and brief profiles of EFA Board members are published on EFA's web site on the [About Us](#) page. It is expected that new Board members will provide a profile for publication on the web site very soon after being elected to the Board.

## Board Member Duties and Responsibilities

Board Members' duties and responsibilities can depend on what roles or activities they volunteer to undertake. According to the EFA Board Position Description and

Responsibilities Policy, general board member duties are:

- Attending Board meetings and actively participating in discussions, reporting on status of relevant projects/campaigns.
- Contributing, reviewing and approving Board policies and procedures.
- Providing ongoing guidance and oversight to EFA's decision making and ongoing management.
- Supporting and promoting EFA's mission, values, and activities.
- Assisting with fundraising, advocacy, and stakeholder engagement efforts.
- Providing expertise and advice within their areas of knowledge and experience.
- Other duties, functions or projects which a Board member may volunteer to do and which the Board may approve – eg Communications Team, Technical Team, Policy Team, Membership Coordinator, specific EFA projects or initiatives.
- Checking minutes of meetings prior to board adoption

Various Board Members volunteer to take on additional specific responsibilities, such as office bearers – Chair, Vice-Chair, Secretary, Treasurer (office bearers are elected by the Board after the AGM), heading a sub-committee, etc, in addition to carrying out general work on behalf of EFA. The division of responsibilities is reviewed as and when the Board considers necessary, for example, when Board Members join or leave, or members' time availability changes.

## **Media Releases & Liaison**

EFA has generally good relations with the media and maintains a media mailing list. EFA's principal media spokesperson is the Chair, or Vice Chair in the Chair's absence. Other Board members from time to time may, subject to the **prior approval** of the Chair or Vice Chair, liaise with media representatives, within their area/s of responsibility or subject to being adequately familiar with relevant issue and EFA policy positions.

Any Board member, in close collaboration with the Communications Officer may co-draft and send media releases, subject to approval from the Chair or other Board members as appropriate. All EFA media releases are signed off by the Chair, or in the Chair's absence, the Vice-Chair.

## Social Media & Email Communications

EFA has a strong and active presence on social media, with over 13,000 Facebook followers, as well as modest LinkedIn and Mastodon followings.

Together, the Communications Officer and Social Media Officer(s) have primary responsibility for managing these channels but Board members are encouraged to contribute by producing relevant and topical content, such as blog posts, for EFA socials and the [EFA website](#).

## Responsibilities to ASIC

Because EFA is a Registrable Australian Body, all directors are required to have an ASIC Director Identification Number ([DIN](#)). However, due to our ACNC registration, notification to ASIC of director personal details is not required.

## Responsibilities of Managing a Charity

In early September 2024 the Australian Charities and Not-for-Profits Commission (**ACNC**) registered ELECTRONIC FRONTIERS AUSTRALIA INCORPORATED (ABN: 35050159188) as a charity.

The date from which our charity is registered is backdated to **01/07/2023**.

As a Responsible Person all Board members **must** also be registered with the ACNC at <https://www.acnc.gov.au/>. Directors **must** appraise themselves of their [duties to the ACNC](#).

**Note:** A person is not allowed to be a Responsible Person if the ACNC has disqualified them from doing so in the previous 12 months.

In addition, someone cannot be a Responsible Person if they have been disqualified from managing a corporation within the meaning of the **Corporations Act 2001 (Cth)**. This may occur if a person:

- has been convicted of certain offences, such as serious offences, dishonesty offences or other offences that can affect a corporation,
- is an undischarged bankrupt or is subject to a 'personal insolvency agreement' they have not followed, or
- has been disqualified by the Australian Securities and Investments Commission (**ASIC**), the Office of the Registrar of Aboriginal and Torres Strait Islander Corporations (**ORIC**), or an Australian or New Zealand court.

Prospective Board members **must** [sign a declaration](#) asserting they are not a disqualified person.