
To: State Administrators/Secretaries, National Committee Chairs, MSA National Board and State Presidents

From: Rob Abernethy, General Manager

Date: Friday 12 September 2025

Subject: Call for Nominations for the Board: Finance Director (FD)

Masters Swimming Australia (MSA) is seeking nominations to fill a casual vacancy role on the Board, being:

- Finance Director (term expiry April 2026)

General Background:

- The Board is responsible for managing the affairs of MSA. Following the 2024 adoption by members of a new [Constitution](#) and [by-laws](#), and implementation of a new [Strategic Plan](#), the role of the Board continues to evolve and this is an opportunity to time to join and help guide the national organisation.
- The Board meets circa every eight weeks, or as required. Meetings are usually held online but occasional planned travel may be required.
- In 2024 the Board adopted a [Board Charter](#) and a [Code of Conduct for Directors](#); prospective candidates are encouraged to review these documents as part of their consideration and application.
- Further, Directors are required to complete the free, online [Start Line](#) Directors course offered by the Australian Sports Commission. Other MSA policies, annual reports and documentation can be found on the [website](#).
- The MSA Constitution provides for the election of six Directors total - expressions of interest are sought from individuals who wish to be considered for the FD casual vacancy (term expires at the Annual General Meeting to be held in April/May 2026, with the person eligible to seek re-election).
- Whilst professionally accredited finance expertise is preferred for the FD position, it is not essential; candidates with expertise in one (or more) of the following areas will augment the acumen of the Board:
 - Media and public relations
 - Membership, including acquisition and retention
 - Corporate strategy
 - Marketing
 - Sponsorship and partnerships

About the FD role:

A Director assists the Board in the delivery of its duties, providing strategic oversight and support to management. Directors collectively work for the betterment of MSA and must always act in the best interests of the organisation, even where it may be in conflict with the interests of the individual Director's state or club.

The FD will be required to liaise closely with the MSA National Office and Swimming Australia (Finance Dept.) to prepare reports, approve payments and manage MSA's financial affairs. MSA's day to day financial affairs are managed by Swimming Australia (Finance Dept.), under the supervision of the MSA General Manager; the Finance Director provides oversight to reporting, the approval of payments and general support to the National Office.

Eligibility:

To be eligible to nominate and serve as a FD, you must:

- Be a member of MSA, and
- Not be a member of staff of MSA or an MSA member organisation, and
- Not be a Director or member of the executive of a member organisation, and
- Hold a relevant professional accreditation (preferably, although not essential)

As there are already two Directors on the Board from New South Wales and Victoria, and in accordance with Clause 65(c) of the new Constitution, members resident in New South Wales and Victoria are ineligible to be considered for this vacancy.

Application process:

To be considered for the vacant roles, applicants are requested to:

- Complete the attached nomination form, including answering the six questions
- Attach a copy of their CV/resume, and a photograph, and
- Seek the endorsement of their state/territory member body.

Nominations close on **COB Monday 29 September 2025**

In accordance with the Constitution and the by-laws, the Board will meet following the close of nominations and select a suitable candidate for the role.

MASTERS SWIMMING AUSTRALIA INC – Finance Director Nomination form

	Finance Director (1)	
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Personal information:

Given name		Surname	
MSA number		Club	
Postal address			
Email		Phone	

Statement by nominee:

I nominate for the above position and confirm that I meet the mandatory criteria specified in the Constitution and/or bylaws:

Signature	
Date	

Endorsement by member:

This nomination is endorsed by:

Member body*	
Signature	
Position	
Date	

**A member body is one of Masters Swimming NSW (MSNSW), Masters Swimming NT (MSNT), Masters Swimming QLD (MSQ), Masters Swimming SA (MSSA), Masters Swimming TAS (MST), Masters Swimming VIC (MSV) or Masters Swimming WA (MSWA).*

Please attach:

- *CV and photograph of nominee*
- *Answers to the questions below*

Questions:

- What are your professional qualifications?
- How would you go about communicating MSA's "big picture" objectives to member bodies, including states and territory bodies, clubs, and individual members?
- What do you think are the three most pressing priorities for MSA?
- What approach and considerations would you take in presenting a new proposal or recommendation to Directors? How would you handle differences of opinion?
- What is one unique skill you think you can bring to the Board, to help achieve the strategic objectives of the Association?
- How would you manage conflict or criticism of your role, either from another Director, a representative of a member body, club or individual member?