



**WESTGATE**  
EXECUTIVE SEARCH

Central Coast Community  
Women's Health Centre

# Non-Executive Directors Candidate information

September 2024

Private & Confidential



Central Coast Community  
**WOMEN'S HEALTH CENTRE**

WYOMING . WYONG . WOY WOY

# About Central Coast Community Women's Health Centre

Founded in 1976, the Central Coast Community Women's Health Centre (CCCWHC) has been a cornerstone of support for women on the Central Coast for over 40 years. As a feminist organisation, CCCWHC is dedicated to providing vital health services for women, by women, across its three centres located in Wyoming, Wyong, and Woy Woy.

Operating on the lands of the Darkinjung people, CCCWHC is one of twenty women's health centres across New South Wales, recognised as a Charitable Organisation. The centre offers a comprehensive range of services including clinical care, counselling, group work, social activities, advocacy, information and referral, legal advice, and crisis support.

Additionally, CCCWHC provides information on community services, health matters, and housing assistance for women and girls. CCCWHC also provides childcare services to support women attending on-site appointments or groups, ensuring that every woman has access to the care and support she needs.

The Women's Health Centre has recently launched a new strategy focused on addressing growing societal concerns about women's issues, leveraging increased government support for essential services, and meeting the expectations of a new generation of women. Key objectives include expanding outreach to more women in the community, enhancing the centre's visibility, and diversifying income streams to secure long-term sustainability.

To support the successful implementation of this strategy, the board is seeking to appoint new board directors with the skills and expertise required to drive these goals forward. The ideal candidates will have a strong understanding of governance, strategic planning, and the ability to contribute to the centre's mission of enhancing women's health and well-being.



# Mission & Vision

## Our Vision

Healthy, safe, empowered women.

## Our Mission

To be known and trusted as the best provider of holistic health care services for Central Coast women of all ages, backgrounds and cultures. To provide our services in a consultative, collaborative, respectful, friendly and effective way that enriches women's lives and improves their personal well-being. To be a respected organisation that women want to join.

## Our Goal

Our ultimate goal is for all women in our community to be empowered to affect change in their lives and local communities. As a centre, we are firmly grounded in feminist values and strive for a society where every woman has the capacity and freedom to make decisions regarding all aspects of her physical, political, economic, social and cultural life



# Current Board



**Janet Attwood**  
**Chairperson**

Commenced October 2022

Janet Attwood is an accomplished senior leader with extensive experience in business transformation, risk management, and governance. She advises Boards and Executive teams and has expertise in work health and safety, legislative compliance, and project management, supporting positive cultural change through contemporary organisational models.



**Dr Stephanie Short**  
**Secretary**

Commenced October 2020

Stephanie Short, a registered physiotherapist and Professor of Health Sociology at the University of Sydney, has 35 years of experience in academia and strategic development. She has served on the Board of the Community Health Association of NSW for a decade and is a Fellow of the Australasian College of Health Service Management.



**Annette Evans**  
**Director**

Commenced October 2023

Annette Evans has tertiary and postgraduate qualifications in social work, philosophy, and community development, the foundation of her career. Growing up as the eldest of seven siblings in a working-class family, she experienced firsthand how public education in the 70s shaped her family's opportunities and lives.



**Kathy Karimodini**  
**Director**

Commenced October 2022

Kathy Karimodini has transitioned from a career in software engineering to community service, where she has excelled in roles such as a multicultural Social Support Coordinator. Her extensive experience includes volunteering with the CCCWHC and winning the NSW Training Awards, highlighting her skills in advocating for women's rights and community engagement.



**Margaret Moon**  
**Vice Chairperson**

Commenced October 2020

Margaret Moon brings extensive experience in communications, education, and public administration to the CCCWHC Board. With a background in senior management roles at ABC Television and SafeWork NSW, and expertise in strategic planning, governance, and communication, she is committed to enhancing women's health and well-being.



**Makiko Hayamizu**  
**Treasurer**

Commenced June 2022

Makiko Hayamizu is a chartered accountant with a master's degree in accounting from UNSW and Micro-Master courses in Data and Development Economics from MIT. Her passion for tackling gender inequalities and promoting women's empowerment drives her commitment to advancing CCCWHC's mission and supporting its financial sustainability.



**Elysha Stephens**  
**Director**

Commenced June 2024

Elysha Stephens is a marketing strategist with over 20 years of experience. Skilled in building strong brand profiles and thought leadership initiatives, Elysha is a champion for innovation. She supports CCCWHC's feminist approach to holistic care and empowering women's well-being choices.



# Governance

## Legal structure

Central Coast Community Women's Health Centre Ltd. (ACN 001 330 472) is a company limited by guarantee formed for non-profit charitable purposes. The organisation is an ACN registered charity in NSW, with the aim to provide holistic health care and support to women - including physical, psychologic, emotional and social needs.

## Board structure

The board of directors of Central Coast Community Women's Health Centre Ltd. comprises between five and seven members. Directors are elected at the Annual General Meeting (AGM) for a three-year term, with a maximum of three consecutive terms. To fill a casual vacancy, the remaining directors may appoint an additional member to serve until the next AGM.

## Remuneration

Registered charities are prohibited from providing remuneration to their directors. However, directors may be reimbursed for pre-approved out-of-pocket expenses incurred while performing their duties on behalf of the organisation.

## Director eligibility

To be eligible, a candidate must:

- have no criminal convictions or be an undischarged bankrupt.
- hold a valid Working with Children Check clearance.
- not be banned from managing corporations or convicted of fraud.

## Board meetings

The board of directors meets seven times a year, with meetings held in person after business hours. Directors are also expected to participate in subcommittees and attend other board-related meetings, events, and activities.



# Position purpose

## Overview

The Central Coast Community Women's Health Centre (CCCWHC) has recently appointed a new CEO and launched an ambitious new strategy. This strategy aims to future proof the Centre by addressing the growing societal interest in the challenges for women, increased government backing for required services, and the evolving expectations of a new generation of women. The Centre's new focus includes reaching more women in the community, enhancing visibility, and diversifying income streams that contribute to long-term sustainability.

To support the successful implementation of this strategy, the board is seeking to appoint three (3) board directors with the skills and expertise required to drive these goals forward. The ideal candidates will have a strong understanding of governance, strategic planning, and the ability to contribute to the Centre's mission of enhancing women's health and well-being.

## Board director profile

The Central Coast Community Women's Health Centre is looking for board directors with a diverse set of skills and experiences are sought to meet the evolving needs of the centre and support its strategic goals.

We invite expressions of interest from individuals who have a combination of the following skills and experiences , and a desire to make a meaningful impact.

### Experience and skills

- Demonstrated skills in governance and strategic planning, ideally complemented by AICD qualifications or equivalent.
- An understanding of health sector management.
- Strong financial acumen.
- Relevant networks within health, government, business or community sectors.
- Willingness to actively participate in board activities and subcommittees.
- Genuine commitment to the CCCWHC's values, strategic goals and advocacy initiatives.
- Integrity, ethical conduct, and professionalism, with a proven track record in upholding high standards.

### Additional expertise

Experience in one or more of the following areas is desirable:

- Fundraising and Development
- Marketing and Communications
- Legal, Compliance & Risk
- Finance & Investment
- Human Resources & Industrial Relations
- Systems & IT
- Executive Leadership



## Key considerations

### Cultural Fit

Candidates should demonstrate an understanding and alignment with the Centre's values, mission, and culture. A shared commitment to the centre's goals and a collaborative approach to working with existing board members and stakeholders is essential.

### Relevant Networks

Candidates with relevant networks and connections to key stakeholders in sectors such as health, government, business or community organisations will be highly valued.

### Reputation and integrity

Candidates should have a strong reputation for integrity, ethical conduct, and professionalism. A proven track record of upholding high standards in previous roles is desirable.

## Diversity and legal considerations

The Central Coast Community Women's Health Centre is committed to reflecting the diversity of the community it serves. Candidates from diverse backgrounds, including Aboriginal women, women with disabilities, and women of culturally and linguistically diverse backgrounds, are strongly encouraged to apply.

The organisation is entitled to employ only female and transgender-female staff, due to the nature of our service, under the Anti-Discrimination Act, 1977 (NSW) Section 31.



# Duties and Expectations

## Expectations

### Active Engagement

Dedicate time and effort to board duties and actively engage in strategic discussions and decision-making processes.

### Ethical Standards

Maintain high ethical standards by acting with integrity, respecting confidentiality, and disclosing any conflicts of interest.

### Continuous Learning

Engage in ongoing education to enhance governance skills and stay informed about best practices in board management and strategic oversight.

### Commitment to Mission

Demonstrate a strong commitment to CCCWHC's mission of improving women's health and wellbeing, and align personal efforts with the organisation's strategic objectives.

### Collaborative Approach

Work collaboratively with fellow board members and the executive team to achieve common goals and drive CCCWHC's success.

## Duties

### Strategic Oversight

Contribute to the development, implementation, and monitoring of CCCWHC's strategic plan. Ensure that the strategic goals are met and the organisation remains on track to achieve its long-term vision.

### Governance and Compliance

Uphold strong governance standards and ensure compliance with legal and regulatory requirements. Participate in policy development and review to maintain CCCWHC's integrity and effectiveness.

### Financial Oversight

Oversee CCCWHC's financial health, including budgeting, financial planning, and risk management. Ensure that financial practices are sound and resources are used effectively.

### Risk Management

Identify and address potential risks to CCCWHC's operations. Ensure that appropriate risk management strategies are in place and regularly reviewed.

**Advocacy and Representation:** Act as an ambassador for CCCWHC, promoting its mission and values. Engage with stakeholders, including government, community organisations, and funding bodies, to support advocacy and fundraising efforts.

### Board Participation

Attend and actively participate in board meetings, subcommittees, and other relevant activities. Prepare for meetings by reviewing necessary documents and contributing to discussions.





## Further Information and how to apply

The Central Coast Community Women's Health Centre has partnered with Westgate Executive Search to find three (3) new board members with skills that complement the existing expertise on the board.

If you are passionate about making a difference for women on the Central Coast and believe your skills align with the board director profile, we encourage you to submit an Expression of Interest. Please include your current resume and a detailed cover letter outlining your motivation and how your skills and experience match the opportunity.

To submit your Expression of Interest, please visit:  
[westgatesearch.com.au/board-cccwhc](https://westgatesearch.com.au/board-cccwhc)

Applications are open until COB 23 September 2024

If you have any questions, please contact Westgate Executive Search at [info@westgatesearch.com.au](mailto:info@westgatesearch.com.au).

