



AUSTRALIAN EIGHT BALL FEDERATION (AEBF)

POSITION DESCRIPTION

POSITION DETAILS

Business Area: Board

Location: Australia

Position Title: President

Last Reviewed: 10th October 2026

Position Number: E00001

WHAT THE AEBF DOES

The AEBF brings together people from across Australia to enjoy and participate in the game of Eight Ball. As the governing body of Eight Ball in Australia, the AEBF enriches the lives of Australians through sport by:

- the continued development and maintenance of an effective national infrastructure for our sport;
- removing barriers to participation in our sport by creating, championing, and promoting an inclusive community regarding race, gender, indigenous identity, disability, and economic circumstances.
- improving the participation of our members in national and international events; and
- supporting excellence in sports performance by participants in our sport.

The AEBF fulfills its purpose by upholding its core values:

- equal opportunities for all participants regardless of age, gender or race
- integrity, fairness and accountability
- the respectability and safety of the sport

The AEBF is the sole national entity recognised by the International Eight-Ball Pool Federation for Eight Ball in Australia and is affiliated with Cue Sports Australia to work towards bring cue sports to Olympics.

BOARD OVERVIEW

The first and primary duty of the Board is to ensure that the AEBF's fundamental principles embodied in its core values and ethos are carried out and implemented.

The AEBF has the ultimate responsibility for all matters relating to the running of the organisation.



The Board is responsible for and should determine all matters relating to strategy, policy and practice. It has overall responsibility to ensure that the Federation is well-managed and that its operations are successful. It must do all things necessary to ensure that the Federation meets its objects as set out in the AEBF Constitution.

Without limiting the generality of the Board's role, its functions are to:

- Set goals and provide strategic direction;
- Act as an interface between the Federation and various members of the Federation's constituency, namely the members and its' affiliates;
- Determine policies governing the operations;
- Approve the annual budget and any long-term budget;
- Approve material expenditure outside the budget;
- Approve all items of capital expenditure exceeding \$5,000.00;
- Conduct an annual review of the Board's own performance;
- Conduct an annual review of the Federation in meeting its objectives;
- Review the performance of the Chair and Chief Executive Officer;
- Establish and oversee the powers and functions of Board sub-committees such as the Development Committee and any other sub-committees established, such as but not limited to working advocacy groups for disability, indigenous and LGBTQI+ communities.

DIRECTOR DETAILS

Remuneration

Remuneration, allowances and other entitlements for AEBF Board Directors are determined under the AEBF Constitution. Under clauses 13.5 and 13.6 of the AEBF Constitution, a Director cannot be paid for services of a Director. However, some allowances may be granted for reasonable travelling expenses and services provided outside of director's duties, with prior minuted approval.

Time commitment and availability

A Board Director will need to be available for monthly meetings virtually, and in-person meetings within Australia twice a year. Other ad hoc meetings, in-person or via virtual media, may be expected. Developing written artefacts and reports will be required.

Appointment and tenure

Under clause 13.1 of the AEBF Constitution, the board will comprise of between five and nine Directors, or which the majority are elected by the Voting Members and between 21-40% are appointed by the Board.



Under clause 12.4 of the AEBF Constitution, Director terms are to be staggered so that, as near as practicable, one half of the Directors retire at each AGM to promote renewal while maintaining corporate memory.

Directors are elected for a 2-year term in the following manner:

- Elected in even years – President, Treasurer and Administrator
- Elected in odd years – Vice President, Secretary
- From date of appointment – Any other Director.

Conflicts of interest

The Board's effectiveness relies on sustaining strong credibility, trust, and confidence with the communities it serves and with all stakeholders. Preserving the Board's reputation for independence and fairness requires the timely identification and appropriate management of actual, potential, or perceived conflicts of interest in accordance with legislation and the Board Charter.

Under clause 13.2 of the AEBF Constitution, a Board Director cannot simultaneously hold office as an employee of the AEBF or as an employee or committee member of a Member State (defined as a disqualifying position). A person nominated, elected or appointed as a Director of the AEBF at the time of holding a disqualifying position must resign from that disqualifying position within 30 days or resign as a Director.

ROLE AND RESPONSIBILITIES

The President is the Chair of the Board and the senior office holder of the AEBF, responsible for leading the Board and representing the Federation nationally and internationally.

The role sets the standard for Board conduct, ensures the Board operates effectively as a governing body, and acts as the principal spokesperson for the Federation.

The primary responsibilities for this position include but are not limited to:

- **Board Leadership & Chairing**
 - Chair Board meetings, General Meetings, and the Annual General Meeting
 - Set the tone, standard, and culture of Board conduct
 - Ensure meetings are conducted efficiently, fairly, and to agenda
 - Facilitate balanced participation and contribution by all Directors
 - Guide the Board to clear, well-informed, and timely decisions
 - Ensure Board decisions are properly recorded and carried into action
 - Exercise a casting vote where provided for under the AEBF Constitution
- **Strategy & Organisational Direction**
 - Lead the development, review, and delivery of the AEBF strategic plan
 - Ensure Board activity aligns with the Federation's objects and core values



- Monitor progress against strategic priorities and report to members
- Ensure the Board gives proper consideration to risk and long-term sustainability
- Work with the Treasurer to oversee the annual budget and financial direction
- Lead the annual review of Board and Federation performance
- **Representation & Stakeholder Relations**
 - Act as the principal spokesperson for the Federation
 - Represent the AEBF to the Australian Sports Commission, Sport Integrity Australia, and other national bodies
 - Maintain the Federation's relationship with the International Eight-Ball Pool Federation and Cue Sports Australia
 - Represent the AEBF to its State and Territory member associations
 - Build and maintain relationships with partners, sponsors, and government stakeholders
 - Approve official AEBF communications and public statements
 - Attend national and international events as the Federation's representative
- **Governance & Board Effectiveness**
 - Ensure the Board meets its obligations under the AEBF Constitution and By-Laws
 - Oversee Director induction, development, and succession planning
 - Identify and manage conflicts of interest in accordance with the Board Charter
 - Establish and oversee the powers and functions of Board sub-committees
 - Support the Secretary in meeting governance and compliance obligations
 - Lead the performance review of any Chief Executive Officer or senior appointment

SELECTION CRITERIA (CAPABILITIES)

The President role requires proven leadership, strategic judgement, and the ability to represent the Federation credibly at a national and international level.

Applications should address the selection criteria below.

Leadership & Chairing

- Demonstrated experience chairing a board, committee, or senior meeting
- Ability to lead a volunteer board to clear and timely decisions
- Capacity to build a constructive, accountable, and inclusive board culture

Strategic Capability

- Proven experience setting and delivering strategic direction
- Ability to think beyond day-to-day operations to the long-term interests of the sport
- Sound understanding of financial, risk, and organisational sustainability

Governance & Regulatory Knowledge



- Strong understanding of director duties and not-for-profit governance
- Knowledge of constitution and by-law administration
- Understanding of national sporting organisation compliance obligations

Representation & Stakeholder Engagement

- Credibility and confidence representing an organisation publicly
- Ability to build relationships with government, funding bodies, and affiliates
- Experience negotiating and managing partnerships at a senior level

Integrity & Professional Conduct

- Demonstrates ethical behaviour and sound judgement
- Maintains impartiality and professionalism
- Acts in the best interests of the Federation always

HOW TO APPLY

To apply, you need to provide:

- A current CV setting out your relevant personal particulars, board/senior executive experience, employment history, and qualifications;
- An **Expression of Interest**, based on the information provided above, including a statement of claims, why you are interested in the role, what you offer the AEBF, your skill set, relevant career history and achievements, and your leadership attributes; and
- The names and contact details of two referees who can comment directly on your relevant experience and what strengths you will bring to the role.

Please apply using the official form that can be found on our website <http://www.aebf.com.au>.