

Association of Volunteer Bush Fire Brigades of WA (Inc)

Business Rule



Zone Representative Role Expectations

The Representative understands that the Associations management committee is made up of zone representatives from across the state. The Association is a working committee which requires active interaction at various levels across the state.

The Representative shall to the best of their ability;

1. Actively promote the objectives of the Association and the Local Government Bush Fire Service, whenever possible, to raise the profile of the Association and Bush Fire Service.
2. Actively promote the full range of activities that the Local Government Volunteer Bush Fire Brigades provide.
3. Actively stand up for Bush Fire Brigades and Bush Fire Volunteers within the community and generally across the state.
4. Must represent the collective views and not personal views in any forum, activity, function or representative committees or groups etc.
5. Must be prepared to take on portfolios of responsibility.
6. Must be informed and as up to date as possible on legislative frame works in which we work and are governed by.
7. Must be prepared to attend Bush Fire activities and functions within the State on behalf of the Association.
8. Must establish relationships within their zone, with all stakeholders that would benefit the Association and Bush Fire Brigades.
9. Must actively seek sponsorship and promote fundraising activities that will enable the Association to be self-funding and self-sustaining into the future.
10. When attending AVBFB management or operational committees be fully informed of the business being undertaken.
11. Members, when in meetings of the Association, will demonstrate respect for fellow members and allow every person to have their say.
12. Members will not disclose (per confidentiality agreement) any matters discussed in meetings or discuss matters of fellow members or Association.
13. Establish contact with as many Volunteer Bush Fire Brigades as is possible within their zones and be across as many issues, innovations and activities as practicable.
14. Provide regular reports back to Executive on activities within the zone that can be promoted as Bush Fire Brigade activities through the Associations media.
15. Keep the AVBFB Executive fully informed of all activities undertaken by the member.
16. Provide timely reports to Executive and/or Committee as required on functions undertaken on behalf of the Association.
17. The member acknowledges and understands that they are governed by the Associations Constitution, *Associations Incorporations Act 1987* and the *Corporations Act 2001*.
18. The member acknowledges and understands that the business of the Association can be conducted in many forms which include electronic communications and conference calls etc.