

# NZWCA Board member role, responsibility and conduct

NZ Wool Classers Association is an incorporated society and its rules and constitution appear on the website [www.woolclassers.org.nz](http://www.woolclassers.org.nz) under the “NZWCA Info” tab, at the top of the page “membership information” in the drop box.

## **Board member and employee responsibilities**

The minimum standards of behavior expected of Board members and staff within their roles include:

- acting in good faith and in the best interests of the organisation
- exercising your power as a Board member or staff member for a proper purpose
- not allowing, agreeing or causing the business to be carried out in a way likely to create a substantial risk of serious loss to the organisation's creditors
- taking the care, diligence and skill that a reasonable Board member or staff member would exercise in the same circumstances
- ensuring the organisation can pay all its debts and has more assets than liabilities
- complying with relevant legislation
- exercising confidentiality as required

## **Duties of NZWCA Board members**

All Board members will commit to a:

- **Duty of due care**

Take care of the NZWCA by ensuring prudent use of all assets, people, and reputation and will provide oversight for all activities that advance the organisation's effectiveness and sustainability.

- **Duty of Loyalty**

Make decisions in the best interest of the organisation ie; not in their self-interest.

- **Duty of Obedience**

Ensure that the NZWCA obeys applicable laws and acts in accordance with ethical practices; that the organisation adheres to its stated purposes, and that its activities advance its mission.

- **Duty of Responsibility**

Participate in all meetings to the extent possible and ensure that they respond promptly to requests for information and support made by the chair, vice chair and the Association's staff and even if they are not in a position to assist, they are required to respond.

## **Objects of NZWCA**

All Board members are required to be familiar with the Objects of the Association which form part of NZWCA's constitution (available on our website). These Objects place focus on the Association's very existence as being to serve its members.

The Objects are to undertake:

**PROMOTION and DEVELOPMENT** - to promote serve and represent non-parochially the collective interests, prosperity and general advancement of members and matters which are National or International in their scope.

**STRATEGIES** - to develop, promote and uphold responsive and focused strategies which represent cooperation across all industry sectors for the benefit of members and their customers and clients

**FOCUS** - To have a specific and specialised focus to promoting the interests of its members

**RECOGNITION** - to pursue recognition for: The professional skills of its members both within New Zealand and internationally; the work of NZWCA advocating for quality wool preparation and presentation and excellence in wool training and education

**SKILLS** - to advocate for and where resources allow facilitate the development and maintenance of the wool classing skills of members and potential members

**ORGANISATIONAL STRUCTURE** - to support NZWCA's established organisational structure, with sufficient independence and security to give certainty to the Society's ability to achieve its objectives

**QUALITY** - to ensure the maintenance of quality service by members to the New Zealand wool industry

**INFORMATION** - to disseminate information of importance, or interest to members, and convey this to NZWCA Chair or Registrar who make any final decision on circulation

**LIAISE** - to support the development and maintenance of close liaison and cooperation with all sectors of the wool industry and manufacturers

**COHESIVE STRUCTURE** - to support NZWCA's work maintaining a cohesive specialised industry structure, with supporting information services, and a database to serve members

**EDUCATION** - to advocate for adequate education and educational standards for potential new members and continuing education for members

**STANDARDS** - to set and maintain standards for members

**GENERAL** - to do any act, matter or thing which may appear to NZWCA to be incidental or conducive towards the carrying into effect, or attainment of, the objects of the Association.

### **In adhering to the above Objects, NZWCA will**

- actively promote membership to all wool classers, graders and potential associate members (for example wool growers, shearing contractors, wider wool industry members)
- maintain a Register of members holding various wool classing qualifications and maintain regular communication including via a regular newsletter
- promote a Code of Conduct
- safeguard and review standards for wool classing and liaise with brokers and merchants in order to ensure members are adhering to standards

- organise Merit Awards for members
- as resources allow holds Field Days/Refresher Workshops for members and others such as wool handlers, their employers and wool growers
- places articles of interest in appropriate industry publications
- manage a website and a Facebook site
- maintain good working relationships with wool growers, shearing contactors, brokers and merchants and their respective national organisations
- liaise with all organisations delivering wool education
- participate in relevant industry and governmental organisations that focus on standards, training and education
- engage with Ministers and government officials where potential legislation might impact or where government seeks consultation on industry matters.

**NOTE for those considering nomination for election on the NZWCA Board:**

Taking on a role as a director of NZWCA provides an opportunity to contribute to promoting the collective interests, prosperity and general advancement of fellow wool classer members including developing and promoting responsive and focused strategies which represent cooperation across all industry sectors for the benefit of members and their customers.

It also provides an opportunity to gain experience in the running of an organisation be it an incorporated society, trust or company - while the rules vary between these structures there are many common requirements.



*Confirmed by NZWCA Board March 2025*