

Expression of Interest Information Pack for 2025 Elected Directors


Endeavour Foundation Limited


Endeavour Foundation is seeking expressions of interest from eligible individuals wishing to nominate for two Elected Director positions which will become open in November.

Full details of the Elected Director eligibility, nominations and elections process are included in this 2025 Elected Director Information Pack.

Expressions of Interest for the Elected Director positions must be received by the Company Secretary by 5:00pm (AEST) on 24 July 2025.

Any questions may be directed to the Company Secretary at:

 companysecretary@endeavour.com.au

 61 7 3155 5559

Expressions of Interest – Board of Directors of Endeavour Foundation

Endeavour Foundation is inviting Expressions of Interest (EOIs) from individuals who are suitable and willing to making a difference by serving on our Board of Directors. We are looking for passionate individuals eager to contribute to the vital work of the Foundation.

The opportunity

Two elected director positions will become vacant at the Annual General Meeting in November 2025.

These are voluntary positions appointed for a three-year term.

All directors are required to attend approximately eight Board meetings per year. These are generally held in person at our Brisbane office and may include one to two regional trips per year. All reasonable travel expenses are met.

Each director also serves on one or two Board Committees, which meet quarterly via Teams.

Purpose of the Expression of Interest

This EOI process allows the Board to:

- Identify potential nominees early
- Promote transparency and participation
- Encourage a broad and diverse range of individuals to consider nomination.

An EOI is not a formal nomination and does not guarantee progression.

Who we are looking for

Skills

Given evolving market conditions we are entering a phase of optimisation and transformation. As a skills-based Board, we are seeking individuals with experience in enabling transformation, and guiding organisations through growth, change, or complexity.

Candidates with experience in one or both of the following are encouraged to apply:

- enterprise transformation experience, enhancing operational efficiency, improving financial performance and agility, with experience gained through a senior change leadership role;
- strong financial acumen gained through leadership at a senior level, while formal financial accreditation is not required i.e. CPA or similar, this will be viewed favourably.

Lived Experience

As a purpose driven organisation, individuals that can show a lived connection to our purpose will be viewed favourably. This includes candidates who have a personal perspective, knowledge, or understanding of the day-to-day challenges, joys, and emotions that come with providing care and support for a person with an intellectual disability. Candidates may also state how they otherwise connect with our purpose.

Geography

We invite applicants from all Australian states and territories. To reflect the geographic spread of the Foundation's services and to strengthen diversity of representation on our Board, we strongly encourage EOIs from individuals who live outside South-East Queensland and in particular from New South Wales. Applicants outside of these regions are also very welcome to apply.

How to submit an Expression of Interest

If you are interested in being considered for an elected director position, please [download an EOI form](#) and send it as an attachment to companysecretary@endeavour.com.au. Alternatively, you can print out the form in this pack and send it to us by mail addressed to:

Company Secretary
33 Corporate Drive
Cannon Hill
QLD 4170

All expressions of interest must be received no later than 5:00pm (AEST) on **24 July 2025**.

What happens after an Expression of Interest is submitted

All EOIs will be reviewed confidentially by the Board's Nomination Committee.

Some applicants may be contacted for an informal discussion about their interests and experience. The formal nomination process will open no earlier than three months before the Annual General Meeting (AGM) on 7 November 2025.

About us

Endeavour Foundation Limited (Endeavour Foundation) is a member-based not-for-profit organisation committed to supporting people with disability to make their possibilities a reality. We identify ourselves as #TeamPossible and take immense pride in our purpose.

Supporting over 14,000 people, our reach and impact extends to 14 regions across Australia, with services delivered to over 230 sites. Services provided include:

- accommodation
- supported employment
- in-home supports and community access
- learning and life skills programs
- support coordination and behaviour support
- apprenticeships and traineeships.

Our values



We are one, valuing individual strengths and experience so we can achieve more together.



We care and treat everyone with respect and kindness.



We never stop imagining a better future for our clients.



We are passionate, our clients are at the heart of everything we do.

Objectives

The objectives of Endeavour Foundation, as set out in our Constitution, enable us to be a member-based charitable institution that undertakes the following:

- to further the interests of people with disabilities, in particular intellectual disabilities;
- to harness the resources of the community to make a positive difference in the lives of people with disabilities;
- to promote and to advocate for the dignity and general citizenship of people with disabilities;
- to enable people with disabilities to achieve their full potential;
- to enable people with disabilities and their families to voice their views, interests and concerns;
- through effective community partnership to be the provider of choice for people with disabilities; and
- to do all other things as are incidental or conducive to the operation of Endeavour Foundation and otherwise for the attainment of these objects.¹

Our Board

Endeavour Foundation is governed by a Board comprising:

- i. a minimum of four and up to five Elected Directors; and
- ii. up to five Appointed Directors.

The Board is currently comprised of four Appointed Directors and five Elected Directors. An Elected Director is appointed at the Annual General Meeting (AGM) in accordance with the criteria set out below. Each elected Director serves a term of approximately three years commencing from the AGM at which they are elected, and expiring at the AGM in the third calendar year following. Subject to maximum tenure periods, an Elected Director is eligible to be re-elected to the Board at the expiry of their term.²

Endeavour Foundation is seeking nominations for two Elected Director positions.

¹Endeavour Foundation Constitution, 2.

The Board may also appoint Directors on the basis that they are persons whose background, skills and/or experience may be thought prudent or necessary to enhance the ability of the Board to better discharge its role and its legal duties and responsibilities.³ Each Appointed Director may serve for a term of three years, or less as the board may determine. They are eligible for re-appointment as a Director, subject to maximum tenure periods under the Constitution.

Details of current Directors may be found on the Endeavour Foundation website under the “About Us” section (endeavour.com.au/about-us).

Director Eligibility Criteria

In accordance with Endeavour Foundation’s Constitution to be eligible nominees must:

- i. be a current member of Endeavour Foundation, or have applied for and obtained membership at the time of the election
- ii. not be an employee of Endeavour Foundation or any related entity
- iii. not be prohibited by law from being a director of a company and must not at any time in the preceding 12 months have been disqualified by the Australian Charities and Not-for-Profits Commissioner
- iv. demonstrate how they are a bona fide supporter of the objects of Endeavour Foundation (see above)
- v. comply with the Board Composition and Eligibility Requirements (see next section)
- vi. the election of the nominee is considered by the Board on advice from the Nominations Committee to meet additional eligibility requirements determined by the Board.⁴

Board Composition and Eligibility Requirements

Given evolving market conditions Endeavour Foundation is entering a phase of optimisation and transformation. As a skills-based Board, we are seeking individuals with experience in enabling transformation, and guiding organisations through growth, change, or complexity.

Candidates with experience in one or both of the following are encouraged to apply:

- enterprise transformation experience, enhancing operational efficiency, improving financial performance and agility, with experience gained through a senior change leadership role;

- strong financial acumen gained through leadership at a senior level, while formal financial accreditation is not required i.e. CPA or similar, this will be viewed favourably.

Further to the above, candidates will also be assessed on the following additional criteria.

- i. **Lived experience of disability.** Lived experience means the perspective, knowledge and understanding gained by an individual through their personal experience as a person living with an intellectual disability, or as a close family member, guardian, care giver or advocate. It includes the practical knowledge and skills gained from navigating systems and the emotional impact of living with a disability or caring for a person with a disability. Lived experience of a candidate will be viewed favourably.
- ii. **Geographical location.** The Board as a whole seeks representation from each of the following regions, South-East Queensland, Regional Queensland, New South Wales and Victoria.

Nominations from outside of South-East Queensland and particularly New South Wales will be viewed favourably.
- iii. **Current and previous directorial, executive and/or professional experience.**
- iv. **Diversity.** Expressions of interest are encouraged from people of all cultures and backgrounds and individuals living with disability.⁵

Individual Skills, Experience and Qualities for Directors

The following skills are considered valuable, and candidates should consider their experience and alignment to each. This will be further explored at interview stage.

Commitment to the Values and Purpose:

Demonstrated commitment to Endeavour Foundation Values and Purpose of supporting and advocating for individuals with disabilities, promoting inclusion, and advancing disability rights.

Experience in Disability Services: Experience in disability services, disability advocacy, special education, healthcare, or related fields that directly align with Endeavour Foundation’s purpose. Executive leadership experience in a complex human services organisation would be viewed favourable.

Financial Acumen: Understanding of financial management and oversight, including budgeting, financial reporting, risk management, and fundraising strategies relevant to the not-for-profit sector.

² Constitution, 7.8 ³Constitution, 7.9 ⁴Constitution, 7.5 ⁵Endeavour Foundation By-Laws, 8.4

Governance Experience: Experience serving on boards or committees, particularly within the not-for-profit sector, with a strong understanding of governance principles, legal responsibilities, and fiduciary duties.

Diversity and Inclusion Commitment:

A commitment to diversity, equity, and inclusion, ensuring that Endeavour Foundation's services and activities are accessible and inclusive of all individuals with other abilities.

Collaborative Team Player: Ability to work effectively as part of a diverse board, contributing constructively to discussions, respecting different viewpoints, and fostering a positive board culture.

Innovation and Adaptability: Willingness to embrace innovation and adapt to changing environments, bringing fresh perspectives and creative solutions to address challenges facing individuals with disabilities.

Time Commitment and Availability: Availability to attend board meetings regularly, participate in committee work, and contribute time and effort to support Endeavour Foundation's activities outside of board meetings.

Successful candidates will be subjected to comprehensive pre-appointment screening including, but not limited to, police checks, Working with Children Checks and NDIS Worker Screening.

Nominations Committee

All Expressions of Interest and Nominations will be considered by the Nominations Committee which comprises:

- i. two Directors; and
- ii. one appropriately experienced external person who has at least 10 years' experience as a member of two or more boards at organisations of complexity commensurate with that of Endeavour Foundation.⁶

The Nominations Committee is not a decision-making body, but reviews, advises and makes recommendations to the Board on:

- i. identification and recommendation of suitable candidates for election to the Board;
- ii. eligibility of any nominations received from individuals who wish to be elected to the Board in accordance with the criteria outlined above.⁷

The Board reviews the recommendations of the Nominations Committee to determine eligible candidates.

Nominations

Following the call for EOIs, receipt of nominations will open on 8 August 2025 and close at 5.00pm (AEST) 28 August 2025.

Election

Election of the Elected Directors will occur at the Annual General Meeting as set out below.

If the number of eligible candidates is less than or equal to the number of vacancies, the candidates are automatically appointed as Elected Directors at the close of the AGM.⁸

If the number of eligible candidates is greater than the number of vacancies:

- i. a list of eligible candidates will be provided to all voting Members at least 21 days before the AGM
- ii. the Board may hold either:
 - a. a postal or electronic ballot to be completed at least seven days prior to the AGM; OR
 - b. election by ordinary resolution at the AGM.⁹

At the AGM the Company Secretary will announce who has been appointed to fill the one Elected Director position.

Timeline

- The closing date for expressions of interest is 5:00pm (AEST) on **Thursday 24 July 2025**. All EOIs will be considered by the Nominations Committee and successful applicants will be asked to formally submit a nomination.
- Nominations for the Director positions are called on **8 August 2025** and close on 5.00pm (AEST) on **28 August 2025**.
- Successful applicants will be interviewed.
- The Board will then consider recommendations from the Nominations Committee.
- Final nominees will be asked to provide a Bio for the AGM notice.
- AGM Notice or Ballot, containing successful Board approved nominees, will be sent to all members who will elect two directors at the Annual General Meeting on **7 November 2025**.

⁶By-Laws, 7.4(e) ⁷By-Laws, 7.3(b), 7.3(d) ⁸Constitution, 7.7 (d) ⁹Constitution 7.7 (e)