



DMTC *Guest of the Chair* Fellowship
Position

15 September 2023



The Opportunity

Emerging leaders with an interest in defence or related technology sectors are being offered the chance to gain board-level experience with mentorship and guidance from the Chair and Directors of DMTC Limited.

Preamble

DMTC recognises the importance of preparing future industry leaders for the roles that they will need to take on to ensure enduring success and build both capacity and resilience in Australia's innovation ecosystem.

Through the Guest of the Chair program, DMTC hopes to provide participants with a new level of management, financial planning and corporate governance experience, as well as to empower participants to be leaders in their field, drive positive change and contribute to Australia's national interests. Our aim is for the Guest of the Chair to gain a new perspective on how boards operate and the strategic issues they deal with.

The Guest of the Chair will participate in DMTC Board meetings with the aim of broadening your understanding and knowledge of how boards operate, including corporate and not-for-profit governance. In return, DMTC's Board expects to gain new perspectives from you and learn about the challenges and opportunities faced by emerging leaders in the defence and related sectors.

As the Guest of the Chair, you will be responsible for preparing for, and making yourself available for Board meetings and engaging with the Chair and other DMTC personnel in seeking to maximise the benefit from this experience. You may also be invited and supported to attend a small number of DMTC-hosted events.

Guests do not assume the status of a Director and have neither the rights nor responsibilities of being a Director. Completion of the Australian Institute of Company Directors (AICD) *Foundations of Directorship* course is encouraged, but not required.

In your role, you will be expected at all times to act in the best interests of DMTC, to comply with DMTC's Constitution (as it applies to you in your role) and all of DMTC's policies, including the DMTC Code of Conduct. As the Guest of the Chair you may be invited to speak at Board meetings in accordance with Board conventions.

In addition, at the completion of your Role, you will be interviewed for a case study to showcase the experience. You acknowledge that your interview may be shared more broadly through DMTC's marketing and communication products, and you agree to your interview being shared.

Further Information & How to Apply

Reports to: Chair of DMTC Limited, Tony Quick

Job Type: 12 months unpaid (Travel expenses will be covered by DMTC where agreed prior to incurring the expense and in line with DMTC Travel policies.)

Location: Australia (most meetings held in Melbourne but with hybrid/online option)



About DMTC: Company & Culture

A not-for-profit company established in 2008, DMTC creates and enhances Australian industrial capability and skills through designing and executing collaborative technology development and innovation activities in the defence, national security, health and biosecurity and related sectors.

DMTC is a flexible and quality driven business that respects and values differences because it recognises that when people from different backgrounds and different points of view work together, the organisation is better placed to deliver value to partners and customers.

DMTC has an important place in the national innovation ecosystem. Collaboration is the essence of the way DMTC goes about its business, and the support of our partners in Defence, industry and the research domains is critical to our approach, and a continuing validation of it.

The [DMTC Board](#) is committed to diversity and inclusion and demonstrates a collegiate, consensus-driven and outcome-focused ethos.

Key Selection Criteria

The ideal candidate for the position of Guest of the Chair will be an emerging leader with a diverse background who:

- Has not previously had board or CEO experience,
- Demonstrates a strong interest in corporate governance,
- Has some knowledge of Defence and the role of organisations like DMTC within the national innovation ecosystem, and
- Is an Australian citizen or permanent resident.

Personal Attributes

The Guest of the Chair will:

- act with integrity and professional discretion,
- communicate effectively,
- Work well with others, and
- Exemplify the [DMTC Values](#) and demonstrate high personal and ethical standards.

How to Apply

Interested candidates should provide a current CV along with a cover letter (no more than two pages of typed text) that briefly addresses the Key Selection Criteria above, and provides brief answers to the following questions:

1. Why are you interested in the Guest of the Chair role?
2. What benefit do you hope to bring to DMTC and its Board?
3. How do you expect you will gain from this experience and use it to further your career development and 'give back' to your chosen STEM discipline and sector?

Has this Program been conducted previously?

Yes. In April 2023 DMTC [announced](#) Ms Yang-Ming Goh as the inaugural Guest of the Chair Fellowship recipient. The first round was limited to scholars from the ATSE *Elevate: Boosting Women in STEM* program, but eligibility will be progressively broadened in future rounds.



Contact

Applications close at **1700hrs (AEST) on Friday 15 December**. To apply, or for further information please contact DMTC's Head of Government Relations, Harry Baxter, on 0401 516 734 or via harry.baxter@dmtc.com.au

Applicants will be notified of the outcome in January 2024.

A Closing Note: Taking Security & Confidentiality Seriously

While the successful candidate will have the opportunity to attend Board meetings and engage with the Chair, Directors and senior DMTC management, the Guest of the Chair will be an invited observer at Board meetings and will not assume the status or legal responsibilities of a Director.

From time to time the Chair might invite observers, including the Guest of the Chair, to provide an opinion on a matter being discussed by the Board, but the Guest of the Chair will not influence or direct Board decisions or be actively involved in decision-making.

To address any perceived or real risks in this regard, the selected candidate will be required to acknowledge, sign and return a letter of commencement that includes a statement to the effect that:

The Guest of the Chair acknowledges that participation in the DMTC Ltd initiative in no way implies an appointment as either formal, de facto or shadow director of the company. Participation in the Program confers no authority to exercise any executive act, or duty of a director as defined within the Corporations Act 2001 (Cth), fiduciary duties, duties under common law, any other statutory duties or those as arising under the DMTC Ltd constitution.

The Guest of the Chair undertakes to make no representation to any person or company of involvement with DMTC Ltd in any capacity, other than as an observer for the duration of the Program, and understands that DMTC Ltd will seek no act nor involvement of the Guest of the Chair in any way which would constitute, imply, or could be construed as an act or duty of a Director of the company.

The selected candidate will also be required to agree to, and sign, a Non-Disclosure Agreement with DMTC and, from time to time and at the sole discretion of the Chair, may be asked to withdraw from Board discussions on certain sensitive matters.