



**SUSTAINABLE  
WINEGROWING  
AUSTRALIA**

# Position Description

Independent Chair – Sustainable Winegrowing Australia Advisory Board (the SWA Board)

## About Sustainable Winegrowing Australia

Sustainable Winegrowing Australia (SWA) is the national sustainability program for the grape and wine sector. It enables members to measure, improve and communicate their sustainability performance, benchmark their practices and access the certification trust mark. The program plays a critical role in the sector's ability to manage and improve against sustainability indicators, respond to evolving ESG expectations of stakeholders, maintain market access, and promote the sustainability credentials of Australian wine.

Sustainable Winegrowing Australia is jointly supported by Australian Grape & Wine (AGW), the Australian Wine Research Institute (AWRI) and Wine Australia who meet to provide Oversight, Resourcing and Direction to the program (SWORD).

## Conditions

Independent contracted role.

Term aligned with governance arrangements under the Sustainable Winegrowing Australia Agreement (up to three years, can be renewed for an additional term).

## Time commitment

Approximately **1-2 days per month**, including preparation time. This includes:

- A minimum of **four Sustainable Winegrowing Australia Board meetings per year**.
- A minimum of **two SWORD meetings per year**.
- Regular engagement with the Executive Officer.
- Periodic representation at sector forums, advisory committees and events.

## Role purpose

The Independent Chair leads the Sustainable Winegrowing Australia Board to ensure that the Program is well-governed, strategically aligned, financially sustainable, and capable of delivering on its national purpose to ensure a sustainable, future-proofed and fit for purpose program. The Chair ensures high-quality board deliberations, supports effective stakeholder engagement and provides leadership that enhances the credibility and visibility of Sustainable Winegrowing Australia.

# Key responsibilities

## Board leadership and governance

- Along with SWORD, form the Selection Panel for the appointment of the Sustainable Winegrowing Australia Board.
- Chair meetings of the Board, ensuring effective, inclusive and strategic discussion.
- Maintain strong governance processes consistent with modern Australian corporate governance principles.
- Ensure that Board decisions are clear, well-supported and documented.
- Oversee Board performance, culture and continuous improvement.

## Strategic oversight

- Lead the Board in the setting of the **Sustainable Winegrowing Australia Strategic Plan** for approval by the SWORD.
- Oversee the development and approval of the **Annual Operating Plan (AOP)**.
- Guide the Board to consider long-term sustainability, sector needs and market opportunities and position the sector as world leaders in grape and wine sustainability.
- Drive continuous improvement of the program giving consideration to its ease of use and cost effectiveness.

## Risk, compliance and financial stewardship

- Oversee the program's risk register, including strategic, reputational, financial, operational, legal and market access risks, to enable the Australian grape and wine sector to stay ahead of international ESG requirements and standards and maintain market access.
- Ensure that risk mitigation strategies are implemented and monitored.
- Oversee program financial sustainability, budget adherence and ensure accurate and transparent reporting.
- Supervise operational performance against the AOP

## Stakeholder engagement and influence

- Represent Sustainable Winegrowing Australia within the Australian grape and wine sector and at key industry, regional and stakeholder events.
- Serve as a spokesperson for Sustainable Winegrowing Australia, where appropriate.
- Maintain strong, collaborative working relationships with AGW, AWRI, Wine Australia and the Executive Officer.



## **SUSTAINABLE WINEGROWING AUSTRALIA**

- Ensure the Board receives and considers industry advice through AGW and other channels.

### **Data, certification and trust mark oversight**

- Maintain oversight of member benefits, certification arrangements and continuous improvement of the program.
- Oversee recommendations to SWORD regarding:
  - Trust Mark management
  - Data-sharing arrangements and proposed changes
  - Material amendments to Trust Mark Rules of Use
- Ensure data governance policies and procedures are implemented effectively and reviewed regularly.
- Ensure any material issues that may arise related to Trust Mark compliance are reported to SWORD.

### **Executive officer oversight**

- Subject to the terms and conditions applying to the Executive Officer's employment with the AWRI, guide the Board in the appointment of an Executive Officer of the Program.
- Mentor and support the Executive Officer ensuring clarity of delegation and performance expectations and provide feedback to further develop their skills and performance.
- Foster and maintain a professional, open, and constructive working relationship with the Executive Officer, based on clear communication, mutual respect, and accountability.
- Monitor Executive Officer performance against the program's strategic goals and objectives.
- Ensure succession and exit plan management for the Executive Officer.
- Ensure the Executive Officer has access to appropriate personal development resources and industry support networks.

### **Reporting to SWORD**

- Report on Sustainable Winegrowing Australia Board activities, strategic priorities, risks, adherence to budget and program performance.
- Participate in SWORD meetings (minimum twice per year) and support SWORD decision-making.

## **Required skills and experience (as set out in the Agreement)**

The SWORD will appoint an Independent Chair with:

- **Substantial experience as a Board Chair**, including demonstrated governance leadership.
- **High industry or national profile** that reflects the significance of the role.
- Strong strategic planning capability.
- Proven ability to lead collaborative, consensus-driven governance processes.
- A high level of business acumen.
- Formal governance qualifications (eg. AICD or equivalent).
- A high level of independence and integrity.
- Experience in one or more of the following areas:
  - Sustainability (agricultural, environmental or ESG)
  - Grape and wine sector
  - Regulatory and legal compliance
  - Finance, audit or risk
  - Marketing, trade or market access
  - Stakeholder engagement in complex industry settings

## Remuneration

\$15, 000 per annum.

Approved by SWORD: 5 December 2025

Next Review Date: 5 December 2026