



# Example of consumer representative position description (PD)



## Organisation:

- Responsible to:

## Qualifications, Skills & Experience:

- Essential: (Qualifications, experience or requirements which must be possessed by the occupant to effectively perform the duties and responsibilities.)
- Desirable: (Qualifications, experience or requirements which would greatly assist the occupant, but their absence would not prevent the effective discharge of the responsibilities of the job within an acceptable period).

## Position Overview:

- Objective
- Nature
- Scope

## Key Internal & External Relationships:

- Internal Relationships:
- External Relationships:

## Role Responsibilities:

- Occupational Health & Safety
- Code of Conduct & Ethics
- Confidentiality

Effective Date:	Authorised By:	Review date: