



# BOARD DIRECTOR

Information Pack



## Confidential Enquiries:

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# PEER Board Director Information Pack

## About the business

PEER is a not-for-profit, industry-based organisation, an award-winning Registered Training Organisation (RTO), and Group Training Organisation (GTO) delivering nationally accredited training to meet South Australia's skill development needs.

PEER is one of the largest employers of apprentices within the Building, Construction, Renewable and Defence industries in South Australia, currently employing over 530 apprentices and trainees, as well as over 100 corporate staff. Partnering with industry, PEER's purpose is to collaborate with industry to build careers through quality apprenticeships, traineeships, employment and education, across a range of vocational areas. As a result, PEER's Group Training Organisation is focused on not only meeting the needs of our host employers but also providing a high quality, personalised mentoring experience throughout the apprentices' journey. The scope of services for a GTO includes:

- **Contract of Training:** Facilitate the signing and management with the ASN.
- **Employment obligations:** Onboarding and induction, compliance checks, upskilling in mandatory licences and training, policies and procedures, leave management, payroll, WHS (share PCBU with host)
- **Host Management:** partnering with industry employers to place apprentices/trainees with them for work placement, direct supervision, on the job training
- **Support & Supervision:** dedicated PEER supervisor who regularly checks in on their progression, working conditions, performance, safety and wellbeing.

As a Registered Training Organisation, PEER delivers pre-vocational training, VET in schools training, apprenticeship training, upskilling short courses and skills recognition training to over 2,000 learners each year. PEER is highly regarded for delivering trade training and assessment excellence, focusing on licenced trades including electrical, plumbing, and refrigeration and air-conditioning plus creating career pathways through an industry leading school-based and pre-apprentice programs. The PEER Way ensures learners are trained, coached, mentored, and supported to be their best – both as trade professionals and as individuals.

Training is customised and personalised to accommodate the learning styles of each individual student and is delivered by qualified professional trainers. Practical training is conducted in our impressive, multi-storey, purpose-built training facility which was designed and built in collaboration with industry partners.

PEER is committed to supporting greater diversity within our organisation but also across the industry sectors we support. Exceeding national benchmarks around women in trades, PEER's strong focus on wellbeing and inclusivity, while advocacy of pathways leading to quality careers remains a point of pride.

More information on PEER can be found at <https://peer.com.au/>



## PEER 2030 – STRATEGIC PLAN 2025-2030

The PEER 2030 Strategic Plan that runs from 2025 to 2030, includes PEER's 40<sup>th</sup> birthday in November 2026. The strategic plan included a refresh of our values '**BE WHAT YOU WANT TO SEE**', including:

- › Be Respectful
- › Be Connected
- › Be Brave
- › Be Committed

PEER's commitment remains to strive for excellence in employment and training while encouraging greater diversity across the industries and embedding a safety focused culture.

## PEER 2030

# PEER's STRATEGIC PLAN

## 2025 - 2030

### OUR VISION

Striving for excellence in employment and training

### PURPOSE STATEMENT

We collaborate with industry to build careers through quality apprenticeships, traineeships, employment and education.



## OUR VALUES

### BE WHAT YOU WANT TO SEE:

#### BE RESPECTFUL

We treat everyone with **care, fairness**, and professionalism, valuing **diverse perspectives**. By listening, and **fostering inclusive** relationships, we create a **safe, supportive** environment where everyone feels **valued**, and **empowered** to contribute.

#### BE CONNECTED

We foster strong relationships through **collaboration, teamwork**, and **open communication**. By supporting each other, we create a **culture of trust, fun, optimism** and shared success.

#### BE BRAVE

We are **progressive**, always striving towards **innovation**, improvement and growth. With a **curious mindset & courage**, we seek new ideas to create meaningful solutions. By **embracing change** and being **agile**, we turn challenges into opportunities and shape a **better future together**.

#### BE COMMITTED

We act with integrity and deliver on **what we say we will**. We take pride in our work by maintaining a strong focus on **quality** and **sustainability**. We hold ourselves and each other **accountable** to achieve excellence and build trust. We strive to **deliver on our promises**.

**STRATEGIC GOALS****Our Industries and Communities****Our Learners****Our Quality, Safety & Governance****Our People****Our Financial and Organisational Sustainability****STRATEGIC OBJECTIVES**

- Work with industry stakeholders to meet current and future workforce needs
- Deliver innovative models that support host employer's access to skilled workers
- Fostering graduates that are in demand by industry due to their skills, knowledge and experience
- Promote agile pathways from school into apprenticeships, traineeships and careers
- Embrace inclusive programs that engage under-represented groups into apprenticeships and traineeships

- Modelling apprenticeships and traineeships pathways into a meaningful career
- PEER's agile training model is best practice in vocational training, putting the learner first
- PEER is an employer of choice in apprenticeship and traineeship employment services
- Support learners to develop the characteristics that make PEER graduates resilient, skilled individuals, sought after by industry

- Drive a quality management system and governance model that embeds excellence and accountability into everything PEER does
- Utilise feedback from employers, learners and staff to inform continuous improvement and best practice
- Create a culture where safety is everyone's responsibility, and everyone is empowered to create a workplace free from harm
- Use systems and technology to drive innovation to deliver excellence

- PEER is an employer of choice
- Committed to a safe, diverse and inclusive culture
- Aspire our people towards a high performing culture, so we do what we say we will
- Foster an environment where we recognise and reward outstanding performance, values and behaviours
- Encourage collaboration that empowers individual and group accountability

- Our people understand their contribution to PEER, making agile, commercially sustainable decisions
- Expanded reporting that embraces change by capturing key non-financial indicators
- Effective use of data and continuity planning to enable informed decision making
- Respect for PEER's broader corporate social responsibilities





## Our Board

The members of our Board are people who are committed to the career pathway a trade qualification can provide, while supporting industry access the skilled workforce they need. Members of the PEER Board include:



**Paul Caica**  
CHAIR OF PEER



**Simon Pisoni**  
CEPU ELECTRICAL, ENERGY & SERVICES  
DIVISION – SA



**John Adley**  
STATE SECRETARY, CEPU ELECTRICAL,  
ENERGY & SERVICES DIVISION – SA



**Rod Yon**  
ASSISTANT PRINCIPAL, HAMILTON  
SECONDARY COLLEGE



**Jason Lailey**  
STATE OFFICIAL – POWER INDUSTRY,  
CEPU – ELECTRICAL AND PLUMBING  
DIVISION (SA BRANCH)



**Karl Tauchnitz**  
OPERATIONS SUPPORT MANAGER



**Nicholas Cross**  
LEGAL & HSEQ MANAGER, NSG BOFFA

Information on the PEER Executive team can be found at  
<https://peer.com.au/our-board/>



## PEER Director types

The PEER Board consists of a minimum of five (5) and up to a maximum of nine (9) Directors. PEER's constitution identifies three Director types:

- Employee Director
  - At least one but not more than three Directors who are to be appointed from nominations received from the Companies Applied Employee Associations (unions)
- Employer Director
  - At least one but not more than three Directors who are to be appointed from among nominations received from PEER's host employers or allied employer associations
  - **Currently one vacancy**
- Independent Director
  - At least one but not more than three Directors
  - **Currently one vacancy**

## The Board has responsibility for:

- **Strategy** Working with the CEO and Executive to develop long-term goals and KPI's
- **Accountability** Ensuring PEER meets obligations, manages its finances and operates transparently
- **Resourcing** Securing funding and other resources to enable PEER to achieve its Vision and Mission
- **Advocacy** Representing PEER to business, government and the broader community and to stakeholders (with executive and other staff)
- **Monitoring** Ensuring PEER is run as required under its governing documents and the law
- **Reviewing** Regularly reviewing the board structure and composition, so that these are best aligned for the organisation

As part of Board renewal and retirements, the Board is seeking up to two new Directors, with vacancies in the Employer and Independent Director categories. To further support our diversity and inclusion strategy, we are looking at attracting a diverse range of candidates including increasing female representation on the Board.



## What we are looking for

The Director(s) will be responsible for offering expert strategic and operational guidance to the Board and CEO to ensure that the vision for PEER is realised within a structure of governance and leadership, robust strategic planning, sound financial and commercial management and the highest standards of education, safety and quality.

Expressions of interest are sought from suitably qualified persons for the vacant positions of Board Director. PEER is looking for:

- › A genuine commitment to apprenticeship and traineeship training and employment
- › Demonstrated effective business leadership experience
- › Previous board or other relevant experience, i.e. AICD qualification
- › Knowledge and experience in similar industry sectors aligned to PEER
- › Diversity in decision making, including age, gender, ethnicity, race, disability and geography
- › A strategic thinker with skills including finance, legal, auditing, government affairs, public relations, community experience, education and knowledge of the sector
- › Ability to drive change and innovation within the education, construction and defence sectors
- › Commitment to working collaboratively with the PEER Board and Executive
- › Values that align with PEER

## Location and time commitment

- › Board meetings are held from 3.00pm until 5.00pm every second month (6 times a year), typically on the third Thursday of that month at PEER: 1042 Port Road, Albert Park SA 5014
- › Special purpose committees as required
- › Meetings with the CEO as required
- › Occasional out of hours' attendance

## Tenure

Appointment term is subject to the PEER constitution but would typically be 2 years. Directors have the option to renominate at this time.

## Apply for the PEER Board

Forward the nomination form below along with your CV to [board@peer.com.au](mailto:board@peer.com.au)

Confidential enquiries can be directed to:

Brian Rungie (CEO)

P: 0427 003 665

E: [brianr@peer.com.au](mailto:brianr@peer.com.au)

**PEER BOARD NOMINATION FORM**

*To be personally completed by all Nominees along with current CV and returned to  
board@peer.com.au*

<b>Name</b>	
<b>Contact phone</b>	
<b>Email</b>	
<b>Current Employer/ Business</b>	
<b>Current Position</b>	
Have you completed the AICD Directors' course?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Attended only (no assessment) <input type="checkbox"/> Willing to undertake
Are you or have you ever been declared bankrupt?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, provide details	
Please provide your Directors ID Number	
Are you on any other Boards currently? In what capacity?	
Have you been on any previous Board? In what capacity?	
Why would you like to join the PEER Board?	
What is the key skill sets you would bring to the PEER board?	
Is there a known conflict of interest you wish to declare? If yes, please provide details	<input type="checkbox"/> Yes <input type="checkbox"/> No  Details:
Signed as true and correct, including details within CV	
Date	