AUSTRALIAN SHAREHOLDERS' ASSOCIATION

Volunteer Role Description

ASA Company Monitor

Organisation	Australian Shareholders' Association (ASA)
Location	Australia (remote with AGM attendance virtually or in person)
Time Commitment	Approx. 4–6 hours per company assessment during AGM season
Reports to	Company Monitor Committee State Chair / ASA team
Volunteer Type	Ongoing, skilled volunteer role
Contact	Natalie Kulakoff, Head of Shareholder Advocacy and Company Monitoring, policy@asa.asn.au

Purpose of the Role

As Australia's leading independent, not-for-profit shareholder association, ASA has advocated for retail shareholders for more than 65 years.

The Company Monitor represents the interests of Australia's ~11 million retail shareholders by engaging constructively with ASX-listed companies to promote strong governance, transparency, accountability, and equitable treatment of individual investors.

This role supports ASA's mission to advocate for better outcomes for everyday investors through informed analysis, respectful engagement, and responsible proxy voting.

Company Monitors are a vital voice for retail shareholders. Through careful analysis, principled voting, and constructive engagement, they help strengthen corporate accountability and ensure the interests of individual investors are effectively represented.

Key Responsibilities

Company Monitors:

- Review annual reports, financial statements, sustainability reports, and AGM Notice of Meetings for ASX-listed companies
- Monitor company performance and governance practices throughout the year

- Engage with company Chairs, directors and senior executives on matters relevant to retail shareholders
- Analyse board composition, executive remuneration, capital management and governance practices
- Attend pre-AGM meetings and AGMs (virtually or in person), ask retail shareholder-focused questions, and vote in accordance with ASA's final position
- Prepare clear and unbiased Voting Intentions (VIs) in alignment with ASA Voting Guidelines
- Prepare AGM reports for publication

Skills, Experience and Attributes

Essential

- Strong interest in corporate governance and shareholder rights
- Willingness to represent and advocate for the rights of Australia's retail shareholders in a professional manner
- Ability to critically analyse, or the desire to learn to critically analyse, financial and governance information
- Sound judgement and objective decision-making skills
- Clear written communication skills
- Professional and respectful communication style
- Ability to work independently and collaboratively

Volunteer Benefits

- Opportunity to contribute meaningfully to retail shareholder advocacy
- Direct engagement with ASX-listed company boards and senior executives
- Development of governance and financial analysis skills
- Access to ASA resources, templates, educational events and training materials as part of professional development
- Support from experienced State Company Monitor Chairs and the ASA team
- Being part of an active community and Australia's largest independent not-for-profit shareholder association

Support and Resources

Company Monitors receive:

- Training and onboarding support
- ASA Voting Guidelines and templates
- Guidance from CMC State Chairs
- Access to research materials and shared resources

- ASA team support

Expected Standards

Volunteers are expected to:

- Act in accordance with ASA's policies at all times
- Be current ASA Members
- Maintain confidentiality where required and act professionally at all times
- Act in good faith and in the best interests of retail shareholders
- Commit to preparing thoroughly for meetings and AGMs and delivering reports within required timeframes

Please send all applications and queries to: Natalie Kulakoff, Head of Shareholder Advocacy and Company Monitoring, policy@asa.asn.au