

Structure and Functions

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Structure and Functions

The Institute was established in February 1980 under Part XIVA of the *Family Law Act 1975*. As described in S.114B(2) of Part XIVA of the Act, the functions of the Institute are:

(a) to promote, by the conduct, encouragement and coordination of research and other appropriate means, the identification of, and development of understanding of, the factors affecting family and marital stability in Australia, with the object of promoting the protection of the family as the natural and fundamental group unit in society; and

(b) to advise and assist the Minister in relation to the making of grants, and with the approval of the Minister to make grants out of moneys available under appropriations made by the Parliament for purposes related to the functions of the Institute and the supervising of the employment of grants so made.

Carrying out these broad functions involves the Institute in the following areas of activity:

Research: To study and evaluate matters which affect the social and economic wellbeing of all Australian families.

Information: To inform Government and other bodies concerned with family wellbeing and the public about issues relating to Institute findings.

Promotion: To promote the development of improved methods of family support, including measures which prevent family disruption and promote marital and family stability.

Dissemination: To publish and otherwise disseminate the findings of Institute and other family research.

More specifically, the following functions are performed:

- monitoring of demographic and social changes in Australian families and identification of implications of such changes for social policy;
- conduct of research on the operation and effects of the *Family Law Act* and other legislation affecting the rights and obligations of family members;
- conduct of research on factors influencing how families function with the object of understanding the consequences of social policy changes and recommending relevant means of promoting family wellbeing and stability;
- conduct of research, consultations and reporting on the effect of Federal and State legislation and proposed changes in legislation and programs on the ways families function;
- dissemination of information and research results via media, information publications, public seminars and other means, with the object of improving public understanding of factors affecting marital and family wellbeing;
- encouragement of broader research on Australian families;
- acting as a national centre of information about Australian families.

Operation of the Institute

From its establishment in 1980 until June 1989, the Institute operated within the Attorney-General's portfolio. In June 1989, the Institute was transferred to the portfolio of the Minister for Social Security. Following the Federal Election of March 1993, the Institute was moved to the Health, Housing, Local Government and Community Services portfolio, with transfer arrangements formally effected from 1 July 1993. In March 1994 the portfolio was restructured and the Institute relocated to the

Department of Human Services and Health. Since the Federal Election of March 1996, the Department has been renamed Health and Family Services. The Institute has remained with the Department, reporting to the Minister for Family Services, The Hon. Warwick Smith.

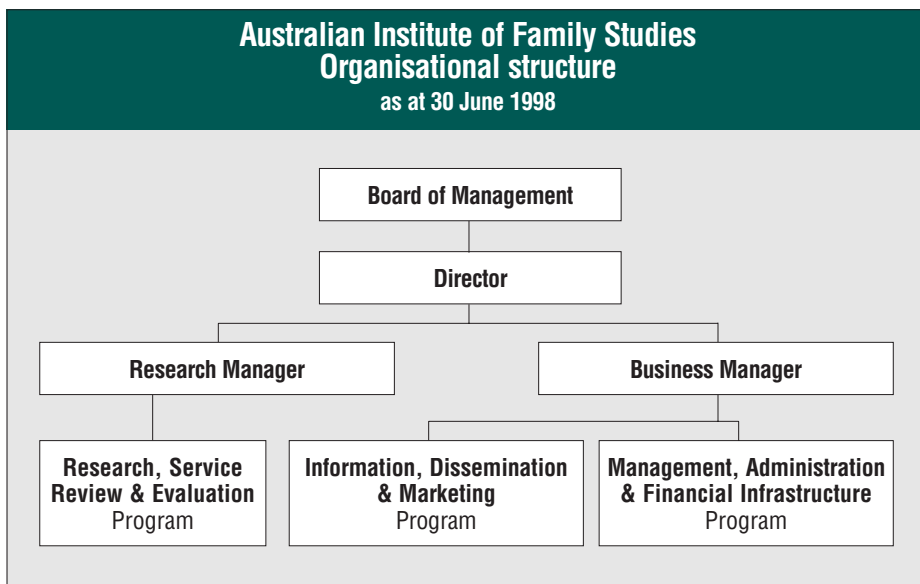
Part XIVA of the *Family Law Act 1975*, as amended by the *Family Law Reform Act 1995*, provides for the structure of the Institute to consist of a Director and a Board of Management appointed by the Governor-General, staff members employed by the Director on behalf of the Commonwealth, and other persons engaged in the same manner to assist as consultants or otherwise. The Director and other Board members hold office for a period not exceeding seven years, as is specified in the instrument of appointment, and are eligible for reappointment. Staff numbers are limited to levels approved by Government but there is flexibility within the Institute's one-line budget. For 1997-98 the approved staffing level was 45 people including the Director. In addition, the Institute hires fixed-term and casual staff and

consultants for specific research projects or functional tasks as they are needed.

The general direction of the Institute is entrusted to the Board of Management which comprises the Director and four or more other members. Subject to the Board's general direction, the Director is required to manage the affairs of the Institute.

The Board's responsibility is exercised primarily through the process of setting broad guidelines for the operations of the Institute and receiving regular reports from the Director to enable the Board to be informed whether the provisions of Part XIVA of the *Family Law Act* are being complied with. The Board does not engage in the day-to-day management of the Institute; its role is to ensure that the Director has established appropriate plans, policies and procedures for the efficient and effective management of the Institute and that the Parliament is informed on the manner in which the Institute's activities are performed.

The Minister may request the Board to arrange for the Institute to engage in a



particular activity and, after consultation with the Board, specify the priority to be given to the activity. Any requests made by the Minister are to be specified in the Institute's Annual Report along with the priority accorded them and progress made in giving effect to them.

The Institute conducts research for other bodies on a contract basis. Contract research projects undertaken during 1997–98 are described in the section 'Financial Statements'.

Board of Management 1997–98

Mrs Susan Bastick

BA(Hons), LLB (Hons)
NSW State President
Australian Family Association
(Appointed February 1998)

Professor Robert Gregory

BCom(Melb) PhD(Lon)
Deputy Presiding Member
Head, Division of Economics and
Politics
Research School of Social Sciences,
Australian National University, Canberra
(Appointed July 1989)
Reappointed September 1991
Reappointed September 1993
Reappointed September 1995)

Dame Margaret Guilfoyle, DBE

LLB(ANU), FCPA, FCIS
Presiding Member (from May 1998)
Senator for Victoria 1971–1987
Chair of the Judicial Remuneration
Tribunal
Deputy Chair of the Infertility Treatment
Authority
(Appointed July 1992)
Reappointed July 1995
Reappointed May 1998)

Ms Adele Horin

BA(WA)
Journalist, Sydney Morning Herald
(Appointed March 1994)
Reappointed December 1995)

Dr Sarah Kennedy

MBBS(Melb), BA(Melb)
General Practitioner
(Appointed February 1998)

Dr Harry McGurk

BA, PhD(Strathclyde)
Director AIFS
(Appointed June 1994)
Died April 1998)

Ms Ann Sherry

BA(Qld), GradDipIndRel(Brisbane)
Presiding Member
General Manager, Human Resources
and Public Affairs
Bank of Melbourne
(Appointed March 1995)
Retired May 1998)

Staff of the Institute

All staff are located at 300 Queen Street,
Melbourne, Victoria 3000, Australia.

Executive

Director

Harry McGurk (Died 17.4.98)
BA(Strathclyde), PhD(Strathclyde)

Business Manager

John Shelton (Acting Director 18.4.98)
BBusStud(Swin)

Research Manager

David de Vaus (Resigned 16.1.98)
BA(Hons) (LaTrobe), DipEd(LaTrobe),
PhD(LaTrobe)

Acting Research Manager

Trevor Batrouney (Consultant)
(from January 1998)
BA(Melb), MEd(Monash), PhD(Monash)

Executive Support Unit

Narda Sowter

Mary Grace Soriano
BA(UP), GradDipIndRel(UP),
MSc(AIT), GradDipSocWelfare(Monash)

Research, Service Review and Evaluation Program

Diana Amos
BA(CIT), GradDipAppPsych(Monash),
MAPS

Andrew Burbidge
BA(Melb), MA(Melb), PhD(Melb)

Kathleen Funder (Died 13.6.98)
BA(Hons) (Melb), MA(Melb),
BEEd(Monash), PhD(Melb), MAPS

Helen Glezer
BA(Hons) (Melb), MA(LaTrobe)

Christine Kilmartin
BSocStud(Qld)

Violet Kolar
BA(Chish), MA(Monash)

Viviana Lazzarini (Resigned 30.1.98)
BA(LaTrobe), GradDipPolLaw(LaTrobe)

Eva Mills
BSc(Melb), GradDipStats/OpsRes(RMIT)

Christine Millward
BA(Hons) (LaTrobe), MA(LaTrobe)

Lixia Qu
BSc(Nanjing), MA(Changchun),
MURP(Hawaii)

Grania Sheehan
BA(Hons) (Qld)

Bruce Smyth
BA(SUT)

Gregg Snider
BA(Indiana), MA(Missouri), PhD(Iowa)

Wendy Stone
BA(Hons) (ANU), MA(Melb)

Ruth Weston
BA(Hons) (Melb), MA(Melb)

Ian Winter
BA(Sussex), MA(Sussex), PhD(Melb)

Ilene Wolcott
BA(Rochester), MEd(American)

Contract

Anna Buratti
BA(LaTrobe), BSW(LaTrobe),
DipDevelPsych(AustinHospital),
DipFamTherapy(Bouverie Centre)

Jody Hughes
BA(ANU)

Penny Mitchell
BSci(Hons) (NSW), MPubHlth(Syd)

Belinda Murray
BSci(Vic.Univ), GradDipAppSci(Ballarat
Univ)

Mary O'Dowd
BA(Southampton), MEd(UnivWA),
PhD(Monash)

Robyn Parker
BA(Chisholm),
GradDip(AppPsy) (Monash)

Adam Tomison
BSc(Hons) (Deakin)

Sarah Wise
BA(Hons) (Melb), MA(Melb)

**Information, Dissemination and
Marketing Program**

Judy Adams
BA(Melb), GradDipLib(RMIT)

Carole Jean
BA(Hons) (Monash),
GradDipLib(Monash)

Meredith Michie
BA(LaTrobe)

Catherine Rosenbrock
BEc(Hons) (Monash)

Belinda Snider
BA(Natal), GradDipLib(RMIT)

Deborah Whithear
BA(Sydney), DipLib(NSW), ALAA

Permanent Part-time

Anita Emmanouilidis
CertAppSc(BoxHill)

Susan Fooks
BA(Hons) (Colby), GradDipLib(RMIT),
GradDipEdit&Pub(Hons) (RMIT)

Rosalind Moye (Resigned 16.10.97)
BA(Melb), AssDipArts(RMIT)

Contract

Anna Gemmell (Resigned 12.2.98)
DipSocSc(WesternTAFE)

Sana Habib

Structure and Functions

Robin Jeffs
BA(Monash), GradDipLib(Ballarat),
GradDipChildLit(Deakin)

Margaret Jenkins

Joan Kelleher
BA(LaTrobe), GradDipEdSec(Catholic
Institute), GradDipLibInf(MCAE)

**Management, Administration and
Financial Infrastructure Program**

Annette Dowie

Noelene Epstein

Simon Gibbons (Resigned 5.9.97)
BEc(Monash),
GradDipStats/OpsRes(RMIT)

Tracy Joyce
BA(Hons)(Monash)

Kathleen McHugh
BA(Deakin)

Karen McNair
DipBusAcc(Peninsula)

Ross Millward
BSc(Monash), DipEd(Melb)

Grant Plozza CPA
BBus(RMIT), GradDipAcc(Gippsland)

Melissa Veit
CertInf(Broadmeadows),
AdvCertInf(Kangan), DipInf(Kangan)

Permanent Part-time

Pratima Francis
BA(MSU), BA(Melb),
GradDipCrim(Melb)

Angela Mackie