

Application for Appointment to the Board of Directors of The Rural Workforce Agency, Victoria Limited

1. Personal Details

Title:	
Given names:	
Family name:	

2. Contact Details

Please only provide details of which you are happy to be contacted in relation to this position.

Home phone:		Work phone:	
Mobile phone:			
E-mail address:			
Postal address:			

3. Current Employment Details (if applicable)

Occupation:	
Employer:	
Address:	

4. Tertiary and Other Relevant Academic or Professional Qualifications

Qualification	University / Institute	Date awarded

5. Committee or Board Experience

Please list any experience on Boards, Board committees or Advisory Committees.

Position / Title	Organisation	Start Date	End Date

6. Memberships		
<i>Please list memberships of any professional or industry bodies.</i>		
Membership level	Body	Start Date
7. Conflicts of Interest		
Do you have any interests in a contract or proposed contract with Rural Workforce Agency, Victoria Limited?	Yes	No
<i>If yes, please provide details:</i>		
Do you hold an office or have an interest, whereby whether directly or indirectly, a conflict could arise with your duties and interest as a Director of Rural Workforce Agency, Victoria Limited?	Yes	No
<i>If yes, please provide details:</i>		
8. Time Commitment		
Do you have sufficient time available to meet the commitment required of Directors? Over the course of the next 12 months, each Director is expected to: <ul style="list-style-type: none"> • <i>Prepare, travel and attend a minimum of six meetings per year.</i> • <i>Attendance at a Strategic Planning Workshop (one-day).</i> • <i>Participate as a member of a Board subcommittee including prepare, travel and attend three to four committee meetings per year</i> • <i>Attend to all other matters including any such attendances as are necessary to fulfil the role of Director</i> 	Yes	No
9. Where did you hear about the Call for Nominations?		
<i>Please provide details:</i>		

10. Director Pre-Appointment Checks

The following background checks may be undertaken in respect of a potential director who is selected for interview, are you agreeable to this occurring:

- **Referees**
Potential directors nominate referees who can comment on their suitability for service as a director
- **Bankruptcy**
A person who has been, or who becomes, bankrupt will typically be disqualified from appointment, or continued membership of a board. The following two checks are undertaken:
 - *Australian Security and Investment Commission Register of Persons Prohibited or Disqualified by ASIC under provision of the Corporations Act 2001 (Cwlth)*
 - *Insolvency and Trustee Service Australia National Personal Insolvency Index*
- **Police Check**
A person convicted of an offence, unless it is very minor, may not be suitable for service on a board.
- **A declaration of private interest provided by the potential director**
This discloses actual or potential conflicts of interest.
- **Disqualification from acting as a director**
A person who has ever been disqualified by a court or the Australian Securities and Investments Commission from acting as a director or manager may not be suitable as a director.

Yes

No

11. References

Provide the names and contact details of two people who are prepared to provide a character reference about you.

Please only provide contact details at which your referees are happy to be contacted.

Referee 1

Name:			
Home phone:		Work phone:	
Mobile phone:			
E-mail address:			

Referee 2

Name:			
Home phone:		Work phone:	
Mobile phone:			
E-mail address:			

Skills Self-Assessment

***Please note:** It is not expected that each individual Member will hold all relevant professional and industry skills. However, it is expected these skills will collectively be held by the Board. Please provide relevant details against each of skills listed below (please note word limit of **250 words**).*

Strategy

Ability to think strategically, identify and critically assess strategic opportunities and threats, and to develop effective strategies in the context of the objectives of the Rural Workforce Agency, Victoria Limited and relevant national policies and priorities.

Please provide details:

Financial performance

Suitable experience in accounting and/or finance and the ability to analyse key financial statements, critically assess financial viability and performance, contribute to strategic financial planning, oversee budgets and efficient use of resources and oversee funding arrangements and accountability.

Please provide details:

Corporate governance

Knowledge and experience in best practice corporate governance including the fiduciary and legislative frameworks that underpin the organisation in the not-for-profit context.

Please provide details:

Policy Development

The ability to identify key issues for RWAV and knowledge of the how to develop appropriate policies to define the parameters within which the organisation should operate.

Please provide details:

Industry Skills

Primary Health Care

Experience in primary health care, for example, general practice, nursing, allied health, pharmacy or aged care.

Please provide details:

Understanding of the Rural Health Sector

Knowledge and experience in respect of the delivery of primary health care services in rural communities including contemporary issues and the policy environment.

Please provide details:

Information and Communications Technology (ICT)

Knowledge and experience in the strategic use and governance of information management and information technology including transformation caused by emerging digital technologies.

Please provide details:

Commercial Experience

A broad range of commercial/business experience, preferably in the small to medium enterprise context. Example skills may include set-up of businesses, business systems, practices and improvement, innovation or entrepreneurship.

Please provide details:

Risk and compliance oversight

Ability to identify key risks to the organisation in a wide range of areas including legal and regulatory compliance, and monitor risk and compliance management frameworks and systems.

Please provide details:

Executive Management

Experience in the executive/organisational management of a not for profit/government funded organisation, corporation or academic institution.

Please provide details:

Why are you interested in being on the RWAV Board?

Please provide details:

What would you bring to RWAV?

Please provide details:

RWAV's mission is to achieve sustainable health workforce models in rural, regional and Aboriginal communities through connection and collaboration. Why do you believe that you have a commitment and passion towards this mission?

Please provide details:

Please submit completed **APPLICATION** and **CV** to:

SUBMIT TO: board@rwav.com.au

CLOSING DATE: Monday 9 September 2019