

EXPRESSION OF INTEREST FORM:

Director, Rural Workforce Agency Victoria Limited



1. PERSONAL DETAILS

Title _____ Given Names _____ Family Name _____

Residential address _____

Pronouns (optional) _____

Do you identify as Aboriginal or Torres Strait Islander? ☐ Yes ☐ No

Director Identification No.(if obtained)
(required prior to appointment as a Director. See [link](#) for more information.)

2. CONTACT DETAILS

Please only provide details at which you are happy to be contacted in relation to this position:

Mobile phone: _____

Email address: _____

3. CURRENT EMPLOYMENT DETAILS (if applicable)

Job title/occupation _____ Employer _____

4. BIOGRAPHICAL INFORMATION

Tertiary and Other Relevant Academic or Professional Qualifications		
Qualification	University/Institute	Date awarded

Board and Committee Experience

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

Position/Title	Organisation	Start date	End Date

Memberships

Please list memberships of any professional or industry bodies.

Membership Details	Body/Organisation	Start date

5. OTHER RELEVANT INFORMATION**Conflicts of Interest**

Do you have any interests in a contract or proposed contract with Rural Workforce Agency, Victoria Limited?

☐ Yes

☐ No

If yes, please provide details:

Do you hold an office or have an interest, whereby whether directly or indirectly, a real, potential or perceived conflict could arise with your duties and interest as a Director of Rural Workforce Agency Victoria Limited?

☐ Yes

☐ No

If yes, please provide details:

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:

☐ Yes

☐ No

- Prepare for and attend a minimum of 10 Board and Committee meetings per year (At least two in person meetings will require travel to Melbourne).
- Attend a Strategic Planning Workshop (one-day).
- Attend to all other matters including any such attendances as are necessary to fulfil the role of Director.

References		
<p>Provide the names and contact details of two people who are prepared to provide a professional reference about you, your strengths, qualifications and professional style.</p> <p>Please only provide contact details at which your referees are happy to be contacted. Referees will only be contacted after interviews with short-listed candidates.</p>		
Referee 1:	Name:	
	Phone:	
	Email address:	
Referee 2:	Name:	
	Phone:	
	Email address:	

6. SKILLS SELF-ASSESSMENT

Please note: It is not expected that each individual director will hold all relevant professional and industry skills. However, it is expected the Board will collectively hold these skills.

Please provide up to a 150-word summary against the applicable skills you hold from the list below.

GOVERNANCE
<p>Strategy:</p> <p>Ability to think strategically, identify and critically assess strategic opportunities and threats, and to develop effective strategies in the context of the strategic objectives of the Rural Workforce Agency, Victoria Limited and relevant national policies and priorities.</p>
<p>Financial Performance:</p> <p>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.</p>

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.

Information Technology strategy and governance

Knowledge and experience in the strategic use and governance of information management and information technology. Outline your experience in ICT Strategy, Cyber-security and data protection, and digitalisation strategy.

Commercial experience

A broad range of commercial/business experience, preferably in the small to medium enterprise context. Example skills may include communications, marketing, branding and business systems, practices and improvement.

Strategic Marketing

Experience with marketing strategies, brand strategy, brand management and value proposition design, and online media strategy (including social media). Example skills may include strategic thinking and data analysis to interpret market trends and customer insights, creativity in developing innovative approaches to marketing, and digital literacy to leverage online channels and tools effectively.

INDUSTRY SKILLS**Primary health care:**

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

Understanding of the Rural Health Sector:

Knowledge and experience in respect of the delivery of primary health care services in rural communities including workforce practice and policy.

Health Workforce planning and recruitment:

Knowledge, experience and understanding of workforce planning, recruitment and development in rural and/or health sector.

Strategic Partnership:

Experience and networks with rural health stakeholders including community organisations, health professionals, general practice, primary health care providers and the ability to effectively engage and communicate with those stakeholders.

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.

Not-for-profit Organisation:

Knowledge and experience of the organisational management of a not for profit/government funded organisation undertaking service delivery.

7. NOMINEE DECLARATION

I declare that the information I have provided in this EOI Form for the position of Director on the RWAV Board is true and correct.

Duly signed:

(Print Candidate Name)

(Signature)

(Date)

You may sign using the Adobe online signature tool, adding your electronic signature or by printing, signing, and scanning the form.

Privacy Statement: Please note that all personal information collected will be handled in accordance with the Australian Privacy Principles as set out in the Privacy Act 1988 (Commonwealth) and the Privacy Amendment (Enhancing Privacy Protection) Act 2012 (Commonwealth) and in accordance with RWAV's Privacy Policy. Further details about RWAV's Privacy Policy may be found on RWAV's website via [this link](#).

8. LODGEMENT

Candidates must complete and sign this form and return to the email address provided below along with a one-page cover letter and a statement of Board oriented experience to complete the formal submission. Completed nomination documentation should be returned by **5.00pm on Friday 16 October 2025** to:

Attention: Alice Macklin, EA to CEO and Board, RWAV
Email: alicem@rwav.com.au