



Australia Day

Australia Day Council
Northern Territory

Board Membership

Overview

Australia Day is a day for all Australians, no matter where our personal stories began. It's a day to reflect on what it means to be Australian, to celebrate contemporary Australia and to acknowledge our history.

The Australia Day Council of the Northern Territory is a community based not-for-profit incorporated body. Established in 1986 we have been working with Northern Territory communities for thirty two years.

While closely aligned to the Northern Territory Government and National Australia Day Council as well as Australia Day Councils in other states and territories, we operate as an independent body responsible for our own management, events and activities, finance and governance.

We employ an Executive Director, an Events Coordinator and an Administration Officer. We are governed by a Board of Directors reporting to the Australia Day Council of the Northern Territory President, the Hon. Chief Minister Michael Gunner.

All Board positions are honorary, and members are volunteers.

Objectives

The objects of the Australia Day Council NT are to work with and for the people of the Northern Territory to:

- A) Inspire national pride;
- B) Foster and recognise excellence and service within our communities
- C) Embrace cultural diversity and promote our national day with respect and integrity
- D) Facilitate an understanding of our shared values and future through education, discussion and debate; and
- E) Unite through reflection, celebration and inclusiveness throughout the year with a focus on Australia Day.

Values

- Respect
- Diversity
- Ethical
- Inclusiveness
- Transparency
- Integrity

Board Governance

Role of the Board

Serving as a Board member is both challenging and rewarding. This charter is intended to assist potential or new Board members to understand the expectations of their role on the Australia Day Council NT Board. Board members have important legal and fiduciary responsibilities that require a commitment of time, skill and resources.

The Board has some basic roles to fulfil, that include:

- To provide purpose, leadership, direction and strategy
- To ensure the group's finances are sound
- To make sure the group's operations are legal

More specifically, the Board needs to look at the big picture, carry out constant assessment of the group's performance and guide it towards its goals. It is important, therefore, that Board members are well informed about our programs, projects and aspirations and the Board's role, responsibilities and performance in order to take a strategic approach to the organisation's future.

The Board is made up of people from diverse backgrounds, perspectives, experiences and skills, to join together to provide well rounded and robust governance and leadership.

As a Board member, building positive professional relationships with fellow Board members will enhance the team and contribute to the Board's success. It is important that you are willing to:

- Bring personal concerns to the attention of the Chair
- Be willing to listen to others
- Keep an open mind
- Disclose potential or actual conflicts of interest in an open fashion
- Publicly support your fellow Board members
- Adhere to our Code of Conduct
- Base your discussion and recommendations for action on the best interests of the organisation and its members as a whole and not on individual or special interests.

To be eligible to serve as a Board member you must be:

- an adult (over 18 years of age);
- an Australian Citizen
- Resident of the Northern Territory
- Not found guilty of a criminal offence
- Not insolvent or under administration; and,
- Not disqualified under the group's constitution or due to a breach of their duties.
- Qualify for a Northern Territory Ochre Card

Board Composition

- The Board is made up of ten directors as follows:
- A Chair, who is also the Public Officer
- A Vice Chair who is also the acting Public Officer in the absence of the Chairperson
- A Treasurer
- And seven Board members

There are also two ex-officio members comprising of:

- Patron, being the Administrator of the Northern Territory
- President, being the Chief Minister of the Northern Territory

Board Appointments

- The Chair is appointed by the President of the Australia Day Council NT.
- Vice Chair and Treasurer are appointed by the Board at the next available meeting following the Chair's appointment. These positions shall be reviewed in May annually to allow for continuity at the end of the financial year and AGM.
- Board member vacancies are advertised and interested parties apply via submitting an expression of interest.
- In addition to personal qualities, skills and experience, the diversity of the Board with respect to gender, age, ethnicity, social-economic and cultural background shall be considered.
- The President is responsible for the final appointment of all Board members.

Term of Office

Upon appointment, Board members hold office for a term of three years, but are eligible, after submitting themselves for consideration along with other applicants, for re-appointment for an additional term of up to three years.

- A Board member cannot continue for more than two terms (6 years).
- A person who has served two terms is not to reapply for the Board membership until three years have passed from the end date of their previous appointment.
- The President shall have discretionary power to extend a board appointment beyond the two-term limit in exceptional circumstances.

A position of Board member becomes vacant if the Board member;

- Dies
- Resigns
- Becomes bankrupt or applies to take or takes advantage of any law relating to bankrupt or insolvent debtors or compounds with their creditors
- Becomes of unsound mind
- Ceases to be a resident of the Northern Territory or an Australian citizen
- They are absent for three consecutive meetings without sufficient reason

Board Member

A Board member has a wide range of accountabilities and responsibilities. As a member of the Board, you are part of a team responsible for:

- Determining the organisation's mission and purpose and identifying the key stakeholders
- Individual Board members are required to fully understand and support the purpose of the Australia Day Council NT
- The Board is responsible for setting policy and direction for the organisation and ensuring they are consistent with the Association Act
- Actively participate in strategic planning processes, subcommittees and Australia Day events and activities
- Actively contribute to the effectiveness and efficiency of the organisation's programs, and the Board's performance
- Act as an ambassador for the Australia Day Council NT by upholding the values of the organisation
- Sometimes Board members are asked to provide practical assistance like securing donations or helping at events
- There is an expectation that Board members will attend functions and meetings throughout the year and on Australia Day

Application for Board Membership

PERSONAL DETAILS

Full name including title: _____

Postal address: _____

Suburb: _____ State _____ Postcode: _____

Home address : _____

Occupation: _____ DOB: _____

Business number: _____ Private number: _____

Mobile number: _____ Email address: _____

CHECK LIST

Please ensure you complete/attach the following items;

- Personal details
- Application addressing the selection criteria
- A current photograph
- An up to date curriculum vitae
- Signed declaration of eligibility
- Include referees

SELECTION CRITERIA

- I. What are your key areas of interest related to the Australia Day Council NT?
- II. Outline the skills and knowledge you have that will assist the Australia Day Council NT.
- III. List relevant professional membership association or community activities you are involved with.
- IV. List any previous experience as a member of a committee, advisory group, board or volunteer within the community sector.
- V. Have you had any previous involvement with Australia Day programs, events or awards?
- VI. Do you have any suggestions on ways to improve the effectiveness of the Australia Day Council NT?

REFEREES

This application must include two referees

Full name: _____ Contact number: _____

Full name: _____ Contact number: _____

DECLARATION OF ELIGIBILITY

In completing my nomination form for the Australian Day Council NT Inc.

I certify that I am:

1. Over the age of 18 years old
2. An Australian Citizen
3. Resident of the Northern Territory
4. Not a person who is insolvent under the administration or a disqualified person.
5. Not a person who has been convicted within or outside the Territory
 - On an indictment of an offence in connection with the promotion, formation or management of a body corporate.
 - Of an offence involving fraud or dishonesty punishable on conviction by imprisonment for not less than 3 months;
 - Of an indictable offence.
 - Of an offence against the Associations Act.
 - Or a prescribed offence.

I declare to the best of my knowledge, the information provided in this form is true and correct.

Applicants signature: _____ Date: _____

APPLICATIONS CLOSE

4:00pm on Monday 21 May 2018

ADDRESS & CONTACT DETAILS

Postal: GPO Box 1934, Darwin NT 0801

Phone: 08 8989 5290

Email: director@adcnt.org.au