

Board Nomination Form



Nomination Form – 2019 Election to the Board

NOMINATION

Name of Nominee

Agency (optional)

Email

If elected, I agree to be bound by the Constitution of Women and Firefighting Australasia Inc.

Nominee

Signature

Date

Nominees must complete the answers below and also attach a brief resume / biography (max 2 pages) to allow voting members in attendance at the Annual General Meeting to view their background and information in their field of interest/expertise. All nominees are advised to read and understand the **“Duties of WFA Board Members”** provided below.

Duties of WFA Board Members:

Governance Consider, debate, and vote on issues before the Board on the basis of the best interests of WFA only

Comply with the rules, policies, and standing orders of WFA

Planning Review and approve WFA’s Strategic Plan, and other consequential arrangements (Business Plan, Marketing Plan, etc)

Meetings Attend all meetings, or, if absolutely unavoidable, apologise in advance for absence

Where Board papers are circulated in advance of the meeting, read papers and consider issues before the meeting

Contribute to the discussion and resolution of issues at meetings and otherwise as appropriate

Administration & Management Serve on Board committees as required

Review and approve WFA’s systems for financial control and risk management

Undertake administrative duties as required

Understand WFA’s finances (including solvency)

Promotion Promote WFA in the community as opportunities arise

Legal & Ethical Avoid making any improper use of their position in WFA so as to gain any material advantage for themselves, or for any other person, or to the detriment of WFA

Avoid making any improper use of any information acquired by virtue of their position in WFA so as to gain any material advantage for themselves, or for any other person, or to the detriment of WFA

If they have any direct or indirect material personal interest in any contract with WFA, inform the Board immediately

If they have any direct or indirect material personal interest in any contract with WFA, not vote in the Board on that issue

If they have any non-material personal conflict of interest in any matter before the Board, or believe that the perception of such a conflict might arise, inform the Board immediately and follow the Board’s rulings as to proper procedure

At all times conduct Board business politely and with consideration for others, without ill feeling, improper bias, or personal animus

Submit nomination forms to the Board Secretary:

Email: secretary@wafa.asn.au

PLEASE NOTE: WFA Inc. accepts no responsibility for Nominations not received by the due date

Board Nomination Form



Please answer the following questions in less than 100 words per question: *(This information will be provided to all Wafa Inc. Members in order for them to assess your suitability as a candidate for election to the Board)*

1. What has motivated you to nominate for the Wafa Board? What do you hope to achieve for a) Wafa and b) yourself?

2. If elected to the Board, what skills, attributes, and experience would you bring to the Board in the role of a Member?

3. What are your main areas of interest / expertise the in fire and emergency services sector?

4. Please list your involvement with any other Boards and any other relevant volunteer / community activities you have been involved in:

* Note the appointment is for an initial period of 2 years immediately following your election

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