

**BDCC Board Member Nominee Name:** \_\_\_\_\_

## **Selection Criteria for Nomination to the Board - Professional Board Member 2019 – FORM B2**

### **Part 1**

**Candidates must be able to demonstrate eligibility to apply for a position on the Board by ticking 4 of the below boxes - TWO of which MUST include question 8 & 9**

- 1 ☐ Held a Senior Management or Executive Management Position in, or been a director of a Business with an proven annual turnover of \$2m+ pa.
- 2 ☐ Held a position on a not-for-profit Corporate Board or committee with more than 500 members
- 3 ☐ Have an in-depth understanding of fiscal management and can demonstrate competency in reading a profit and loss & Balance sheet (Note: Nominees will be required to demonstrate to the Board)
- 4 ☐ Hold a Recognised tertiary degree from a Recognised University or TAFE
- 5 ☐ Held a senior Management position for at least 2 years with a government agency or commission within the past 10 years
- 6 ☐ Can demonstrate a strong understanding of the challenges that face a not-for-profit organisation (Note: Nominees will be required to demonstrate to the Board)
- 7 ☐ Held a senior leadership position in a government or community based organisation
- 8 ☐ Has been a financial Member for at least 18 months or a Life Member of the Club
- 9 ☐ Demonstrates the qualities of someone with integrity is honest and supports the pursuits of the Club

### **Part 2**

**Please tick any boxes that apply to you.**

- 1 ☐ are bankrupt or their affairs are under insolvency laws;
- 2 ☐ have been convicted of an indictable offence in relation to the formation or management of a body corporate in the last five years;
- 3 ☐ have been convicted of an offence involving fraud or dishonesty punishable by at least three months imprisonment in the last five years; or
- 4 ☐ have been convicted of an offence under section 127 of the Act, where a person has allowed an association to operate while insolvent in the last five years.

### **Part 3**

**Please Rate below, each Key Area by scoring each with either a 1,2 or 3 in the final column.**

1 = No Experience	2 = Moderate Skill	3 = Strong Skill
		Place a 1, 2 or 3 in this column to rate your skills in each area
Strategic Planning	Ability to identify and critically assess strategic opportunities and threats to a Business or Club. Develop strategies in context to our policies and business objectives.	
Accounting & Finance	Experience in accounting and finance to analyse statements, assess financial viability, contribute to financial planning, oversee budgets, oversee funding arrangements.	
Governance	Awareness of Board members legal responsibilities and matters relating to privacy in a not-for-profit Club or Corporate Body.	
Risk Management	Identify key risks to the Club related to each key area of operations. Ability to monitor risk and compliance and knowledge of legal and regulatory requirements.	
Legal	Working knowledge of the Australian legal environment such as the Fair Work Act	
Marketing	An understanding of marketing tools and concepts needed to promote a not-for-profit Club or Business	
Public Relations & Communication skills	Experience in PR and communications demonstrating the ability to identify and implement PR opportunities.	
Human Resources / Industrial Relations	People Management experience in diverse Clubs, organisations and businesses	
Community Engagement - general	Knowledge of the Local Community or its groups and the ability to network and forge partnerships.	
Inclusive Understanding	Experience, knowledge or understanding in creating an inclusive environment for seniors, people with disabilities or vulnerable people in the community.	
Compliance Management & Reporting	Ability to identify and understand compliance issues relating to Boards, Committees and Management	
IT knowledge and experience	Extensive computer skill and experience in working with Microsoft Software	
Social Media	Experience with social media outlets for business purposes including LinkedIn, Facebook, twitter, Instagram and other social networking sites	
Project Management	Experience and knowledge of project management both in a hands-on capacity and regarding working within best practice governance frameworks.	
Contact to Government (Local and State)	Ability to build or genuine relationship with Government and/or its agencies (local, state or federal)	
Sponsorship or Grant Funding	Experience or knowledge of the application / allocation process for grants and/or sponsorships or Substantial large-scale Fundraising experience	
Business Development	Experience and knowledge of real world business development strategies and opportunities	
AdminstrationSkills/Understanding	Experience in administration matters relating to Board and corporate governance and business management.	