

# Board Director Positions

## Application Form

*(Content for e-application form)*

Your data and information will be kept in the strictest of confidence by **(insert organisation Board recruitment will be managed by)** and your privacy is ensured under the Privacy Act.

### Eligibility Requirements

\* Denotes a mandatory question

<p>Do you identify as having a lived experience as a Mental Health Consumer?<sup>1</sup> *</p> <p>Please note: Applicants who do <i>not</i> identify as having lived experience as a Mental Health Consumer are only eligible for the skills-based Director positions.</p>	<p><b>Yes</b>                      <b>No</b></p>
<p>Please select the Director position(s) you wish to be considered for: *</p> <p><b>Individuals nominated by an organisation must provide a support letter from that organisation. <a href="#">To upload support letter follow this link</a></b></p>	<p><u>Individual Director</u></p> <p><u>Director nominated by an organisation</u></p> <p><u>Skills-based Director</u></p>
<p>All board members are expected to attend the following:</p> <ul style="list-style-type: none"> <li>• Induction</li> <li>• Training</li> <li>• Inaugural board meeting and at least three meetings per year based in (TBC) (telecommuting maybe possible)</li> <li>• Participation in at least one board committee</li> </ul> <p>Please confirm your availability to meet these commitments. *</p>	<p><b>Yes</b>                      <b>No</b></p>

<sup>1</sup> **Mental Health Consumer** is a person who identifies as having a current or past lived experience of mental health issues or mental illness, irrespective of whether that person has a diagnosed mental illness and/or has received treatment (NMHCO Constitution Clause 1.1 (u))

TEMPLATE

## Personal Details

\* Denotes a mandatory question

<b>First Name *</b>	
<b>Last Name *</b>	
<b>Preferred Name *</b>	
<b>Date of birth *</b>	
<b>Residential Address<sup>2</sup> *</b>	<b>Street number and name</b> <b>Suburb</b> <b>State</b> <b>Postcode</b>
<b>Postal address</b>	
<b>Email address *</b>	
<b>Primary Telephone Number (Including Area Code) *</b>	
<b>Secondary Phone Number (Including Area Code)</b>	
<b>Are you an Australian resident?<sup>3</sup> *</b>	<b>Yes</b> <b>No</b>

<sup>2</sup> The Corporations Act 2001 requires a company to inform the Australian Securities and Investments Commission (ASIC) of the name, date of birth and current residential address of Directors. If the company is registered with the Australian Charities and Not-for-profits Commission (ACNC) it must inform the ACNC each and every time a responsible person (in this case a Director) takes on or finishes a role as a responsible person. Information about a responsible person must include names, date of birth, residential address, contact phone numbers, email address, position they hold and the date they became a responsible person. Only the responsible person's name and position will appear on the ACNC Register. The other information will not appear on the ACNC Register and is kept for proof of identity purposes.

<sup>3</sup> The Corporations Act 2001 requires at least one company Director reside in Australia. The NMHCO Constitution requires voting members to reside in Australia (or in the case of organisations, have a physical presence in Australia). See NMHCO Constitution Clauses 5.2-5.3.

## Diversity

The new national mental health consumer organisation is seeking a Board that is reflective of the diversity of the Australian community.

The questions in this section are non-mandatory; however by completing this section you will assist the organisation in appointing a diverse board.

<b>Gender</b>	<b>(open response)</b>	
<b>Do you identify as being:</b> <b>An Aboriginal and/or Torres Strait Islander?</b>	<b>Yes</b>	<b>No</b>
<b>From a Culturally and Linguistically Diverse (CALD) background?</b>	<b>Yes</b>	<b>No</b>
<b>From other diversity groups, for example LGBTIQ, rural and remote, youth, aged</b>	<b>(outline, open response)</b>	
<b>Is English your first language?</b>	<b>Yes</b>	<b>No</b>
<b>Other than English, what other spoken languages are you proficient in?</b>	<b>(open response)</b>	
<b>Do you identify as having a disability?</b>	<b>Yes</b>	<b>No</b>

## Qualification and Skills

\* Denotes a mandatory question

<b>Do you have any qualifications (including certificates, diplomas and degrees)?</b>  <b>Please list:</b>	<b>Yes</b>	<b>No</b>
<b>Have you had previous experience as a board director? *</b>  <b>Please list:</b>	<b>Yes</b>	<b>No</b>
<b>Please indicate your level of experience in the following fields, preferably at board level</b>  <b>Technical skills</b>  <ul style="list-style-type: none"> <li>○ <b>Policy development and identification of key issues</b></li> <li>○ <b>Information management and technology, particularly strategic use and governance</b></li> </ul>	<b>Not at all experienced</b>	<b>Highly experienced</b>

TEMPLATE

<ul style="list-style-type: none"><li>○ Risk and compliance, particularly identifying key risks and knowledge of monitoring and compliance</li><li>○ Legal qualifications and experience</li><li>○ Public relations / marketing, including mass media, social media, market segmentation, stakeholder engagement, or campaign management</li><li>○ Fundraising and /or grant management</li><li>○ Leadership, including ability to: represent an organisation, set appropriate board and organisational culture, make and take responsibility for decisions and actions</li></ul> <p><b>Governance knowledge and skills</b></p> <ul style="list-style-type: none"><li>○ Good practice corporate governance experience and knowledge of structures, policies and processes, ideally within the not-for-profit sector</li><li>○ Business and commercial skills at an executive level</li><li>○ Financial performance, including qualifications and experience in accounting and/or finance, analysis of financial statements, assessment of viability and performance, contribution to financial planning, overseeing budgets and efficient use of resources, and funding arrangements and accountability</li><li>○ Formal training in directorship/governance</li><li>○ Strategic thinking, including identifying and critically assessing strategic opportunities and threats, and developing effective strategies in the context of an organisation's strategic objectives</li></ul> <p><b>Other skills – please provide details below</b></p>	
<p>Please attach a copy of your resume (up to 5 pages long) * <a href="#">Upload document here</a></p>	

## Written Responses

\* Denotes a mandatory question

To support your application, please provide a brief response to the following questions. There is a 250 word limit for each question.

<p>Please outline the skills and attributes you possess that make you well suited to be engaged as a Board Director. *</p>	
<p>Why are you interested in becoming a Director on this Board? *</p>	
<p>How will you use your networks and engage stakeholders to support the new organisation achieve its vision? *</p>	
<p>Describe how people with lived experience will contribute to achieving the vision of the new mental health consumer organisation. Why is this important? *</p>	
<p>As a Director on the inaugural Board, what would be your vision for the new national mental health consumer organisation? *</p>	

## Referee Details

Please provide the details of two referees who are able to comment on your Board and/or governance experience, or your skills if you are considered for a Board appointed position.

<b>Referee 1 Name</b>	
Referee's position	
Relationship to referee	
Telephone Number (including area code)	
Contact email	
<b>Referee 2 Name :</b>	
Referee's position	
Relationship to referee	
Telephone Number (including area code) :	
Contact email	

TEMPLATE

## Consent and Declaration

\* Denotes a mandatory question

I declare that the information I have entered in this application form is true and correct at the time of submission. *	<b>Yes</b> <b>No</b>
I understand the duties of responsible persons <sup>4</sup> and consent to hold the position of Director on the Board of (NMHCO), if selected. *	<b>Yes</b> <b>No</b>

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<sup>4</sup> ACNC Governance Standard 5: Duties of responsible persons:  
[http://www.acnc.gov.au/ACNC/Manage/Governance/ACNC/Edu/Duties\\_RespPersons\\_std5.aspx](http://www.acnc.gov.au/ACNC/Manage/Governance/ACNC/Edu/Duties_RespPersons_std5.aspx)