

## **APPLICATION for NOMINATION TO TE KOROWAI HAUORA O HAURAKI EXECUTIVE COMMITTEE**

### **1. Understanding Governance**

Most organisations such as Te Korowai Hauora o Hauraki, are run by a Board of Directors, or Trustees. This Executive provide governance over the organisation. It ensures that the organisation is well-run, financially sound, and compliant with relevant legislation.

The Board, or (as per Te Korowai 'Rules') the Executive Committee, does not manage the organisation. This is done by the management team led by the CEO.

The members of a board of directors need to possess certain knowledge, experience, skills, and attributes such as:

- strategic insight – the ability to think into the future
- integrity, honesty, leadership, courage, commitment, good judgement
- specialist knowledge or experience, for example governance, clinical, public health, legal, financial
- sound tikanga knowledge, desirably pertaining to Hauraki
- a clear understanding of the responsibilities of a board trustee, including legal obligations.

#### **1.1 *Being a member of an Executive Committee is a big responsibility.* You need to:**

- have time to devote to the role
- play an active role in meetings - contribute, ask the hard questions, take on certain tasks
- maintain high standards of conduct and adhere to the vision and values of Te Korowai
- understand the challenges facing the organisation and be solution focused.

#### **1.2 *Preparation***

If you are interested in becoming a director there are a number of things you can do to prepare:

- Review your own performance standard (refer to self-evaluation check below)
- Understand and know your skills - What relevant skills can you contribute?
- Research the governance role, responsibilities, and requirements
- Be able to bring strong networks
- Ensure your financial skills are sound.

#### **1.3 *Self Evaluation Check***

Do I have:

- |   |        |
|---|--------|
| • Governance experience in a business, community, or relevant professional group? | Yes/No |
| • Sufficient time and energy to commit to Te Korowai Hauora o Hauraki?            | Yes/No |
| • Sound understanding of the legal requirements of being a Trustee?               | Yes/No |

#### **1.4 *Process***

If you wish to be nominated for a position as Trustee on the Board of Te Korowai Hauora o Hauraki, please complete the template below and submit (with a recent photograph) your application to Fiona Wasiolek, Te Korowai Hauora o Hauraki, 210 Richmond Street, Thames or scan and email to [fiona.wasiolek@korowai.co.nz](mailto:fiona.wasiolek@korowai.co.nz) **by 5:00 p.m. Friday 19 November 2021.**

Please note, all applications will be posted on our website at least one week prior to the next Annual General Meeting.

## 2. Application Form

Actions	Details
Contact Details	Name..... Physical Address ..... Postal Address (if different from physical address) ..... Phone ..... Mobile ..... E-mail Address ..... Next of Kin ..... Relationship ..... Contact details of Kin (preferably mobile) ..... Are you over 18 years of age? <span style="float: right;">Yes / No</span>
Profile	Please provide a profile statement (no longer than 300 words) about yourself, including relevant skills and experience, reasons for making application. Please also include a recent digital photo of yourself.
Checks	By signing below, you authorise Te Korowai Hauora o Hauraki Executive Committee to make enquiry of relevant persons, authorities, and records to confirm any aspect of your nomination. This will include a Criminal Conviction check, Insolvency check.

Candidates will be asked to disclose any conflicts of interest.

1. Have you been convicted of any offence involving dishonesty or deception? Yes/No
2. Have you, or an organisation you have been involved in at a governance level, been declared bankrupt? Yes/No
3. Have you, or an organisation you have been involved in at a governance level, been put into liquidation? Yes/No
4. Have you been removed from a board as a trustee on the grounds of misconduct or mismanagement? Yes/No

Signature..... Date.....

**\*\* Please attach your Profile Statement and a recent digital photo of yourself.**