

Expression of Interest for Appointment to the Board of Directors of Rural Workforce Agency, Victoria Limited

Personal Details			
Title:			
Given names:			
Family name:			
Contact Details			
<i>Please only provide details at which you are happy to be contacted in relation to this position.</i>			
Home phone:		Work phone:	
Mobile phone:			
E-mail address:			
Postal address:			
Current Employment Details (if applicable)			
Occupation:			
Employer:			
Address:			
Tertiary and Other Relevant Academic or Professional Qualifications			
Qualification	University / Institute	Date awarded	
Committee or Board Experience			
<i>Please list any experience on Boards, Board committees or Advisory Committees.</i>			
Position / Title	Organisation	Start Date	End Date

Memberships		
<i>Please list memberships of any professional or industry bodies.</i>		
Membership level	Body	Start Date

Conflicts of Interest		
Do you have any interests in a contract or proposed contract with Rural Workforce Agency, Victoria, Limited?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<i>If yes, please provide details:</i>		
Do you hold an office or have an interest, whereby whether directly or indirectly, a real, potential or perceived conflict could arise with your duties and interest as a Director of Rural Workforce Agency, Victoria Limited?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<i>If yes, please provide details:</i>		

Time Commitment		
Do you have sufficient time available to meet the commitment required of Directors? Over the course of the next 12 months, each Director is expected to: <ul style="list-style-type: none"> • Prepare for and attend a minimum of 10 Board and Committee meetings per year (At least two in person meetings will require travel to Melbourne). • Attendance at a Strategic Planning Workshop (one-day). • Attendance at the Annual General Meeting of Rural Workforce Agency, Victoria Limited. • Attend to all other matters including any such attendances as are necessary to fulfil the role of Director 	Yes <input type="checkbox"/>	No <input type="checkbox"/>

References			
<i>Provide the names and contact details of two people who are prepared to provide a professional reference about you, your strengths, qualifications and professional style.</i>			
<i>Please only provide contact details at which your referees are happy to be contacted. Referees will be contacted after interviews with short-listed candidates.</i>			
Referee 1			
Name:			
Home phone:		Work phone:	
Mobile phone:			
E-mail address:			
Referee 2			
Name:			
Home phone:		Work phone:	
Mobile phone:			
E-mail address:			

Skills Self-Assessment

Please note: It is not expected that each individual Member will hold all relevant professional and industry skills. However, it is expected the Board will collectively hold these skills.
Please provide a 150-word summary of relevant details against each of the skills listed below.

Governance

Strategy

Ability to think strategically, identify and critically assess strategic opportunities and threats, and to develop effective strategies in the context of the strategic objectives of the Rural Workforce Agency, Victoria Limited and relevant national policies and priorities.

Please provide details:

Financial performance

Suitable experience in accounting and/or finance and the ability to analyse key financial statements, critically assess financial viability and performance, contribute to strategic financial planning, oversee budgets and efficient use of resources and oversee funding arrangements and accountability.

Please provide details:

Corporate governance

Knowledge and experience in best practice corporate governance including the fiduciary and legislative frameworks that underpin the organisation in the not-for-profit context.

Please provide details:

Information technology strategy and governance

Knowledge and experience in the strategic use and governance of information management and information technology. Outline your experience in ICT Strategy, Cyber-security and data protection, and digitalisation strategy

Please provide details:

Commercial experience

A broad range of commercial/business experience, preferably in the small to medium enterprise context. Example skills may include communications, marketing, branding and business systems, practices and improvement.

Please provide details:

Industry Skills

Primary Health Care

Experience in primary health care, for example, general practice, nursing, allied health, pharmacy or aged care.

Please provide details:

Understanding of the Rural Health Sector

Knowledge and experience in respect of the delivery of primary health care services in rural communities including workforce practice and policy.

Please provide details:

Health Workforce planning and recruitment

Knowledge, experience and understanding of workforce planning, recruitment and development in rural and/or health sector.

Please provide details:

Strategic Partnership

Experience and networks with rural health stakeholders including community organisations, health professionals, general practice, primary health care providers and the ability to effectively engage and communicate with those stakeholders.

Please provide details:

Risk and compliance oversight

Ability to identify key risks to the organisation in a wide range of areas including legal and regulatory compliance, and monitor risk and compliance management frameworks and systems.

Please provide details:

Not for Profit Organisation

Knowledge and experience of the organisational management of a not for profit/government funded organisation undertaking service delivery.

Please provide details: