



LAAS Board Nomination Form 2022-2025

Candidate's name: _____

Contact Phone Number: _____

Contact Email: _____

LAAS Membership status: Member Associate Member

Relative of LAAS Client, Membership pending Professional Interest

Current LAAS Board Member: Yes No

Nominated by: SELF or Another LAAS Member – please
provide name phone contact details _____

Please provide a brief background of your work and life experience/skills and state your reasons for wanting to be a Board Member of LAAS (your Bio)
(Clause 7.4.4 of the LAAS Constitution: All nominations shall be accompanied by a profile and statement of no more than 250 words in support of the nomination)

I consent to this nomination:

Candidate's signature: _____

The Nomination Process:

Stage 1: Board Nomination forms and Bios must be completed and received by LAAS office by **24th October 2022. (PO Box 1019, Loxton SA 5333)**

Stage 2: Nominee's Bios will be collated and checked for eligibility to serve. *(LAAS Constitution Clause 7.2.2: All Board Members must be eligible to be on a governing body under the provisions of Section 30 of the Act {Associations Incorporation Act (SA) 1985}.*

Stage 3: Nominations and Bios to be sent out to all Members no later than **28th October 2022**, to inform their voting choices at the AGM.

Stage 4: All vacant Board positions will be voted on by Full Members at the AGM **10th November 2022**, by secret ballot. Final election results will be determined by the highest number of votes of those {nominees} who achieved more than 50% of the vote (LAAS Constitution Clause 7.5.4)

Board nominations must be completed and received by LAAS office by 24th October 2022 as no nominations will be taken from the floor at the AGM

What is the Board and their function?

The Board of Lifestyle Assistance and Accommodation Service is legally responsible for the governance of the organisation and overseeing its management, including:

- The allocation of resources.
- Approving and monitoring the annual budget.
- Developing a strategic plan.
- Approving member of the organisation.
- the organisation.
- Monitoring risk including worker Health and Safety.
- Meeting LAAS' legal responsibilities under the Association Incorporation Act and NDIS Practice Standards and Quality Indicators.

The day-to-day management, including personnel management, of LAAS is undertaken through the Chief Executive Officer.

The Board meets at least monthly or as required (with an extended break over the Christmas/New Year period).

All matters considered by the Board are confidential, in particular, financial, personnel and contractual matters. Board Members will be expected to sign a Code of Conduct and Confidentiality Agreement.

What are the minimum requirements to be a Board Member?

To nominate or be nominated as a Board Member, the nominee must meet the following minimum requirements:

- Current NDIS clearance or willingness to obtain one.
- Basic computer skills, including ability to use email.
- Ability to access and communicate via email outside of Board meetings.
- Attendance at Board and Subcommittee meetings at pre-designated times either via electronic means or in person.
- Attendance at training days as decided from time to time, outside of usual Board hours.
- Ability to critically evaluate and participate in discussions about the organisation as a whole.
- Ability to participate in discussions and make decisions based on the best interests of the organisation, not an individual's service.
- Willingness to undertake up to 10 hours of additional work per month outside of Board Meetings. This includes attendance at Sub Committee's and other urgent meetings, as well as, reading and preparation before meetings.

If you require any further information about joining the Board or Board requirements, please contact Karen Brown on 0419 849 547