

DIRECTOR APPLICATION PACK

Bunurong Land Council Aboriginal Corporation (BLCAC) Board may from time to time seek Expressions of Interest (EOI) from suitable people to be considered for appointment to casual vacancies on our board. The Directors form the governing body of the Corporation and set the strategic direction. Directors have legal duties and are answerable to the Corporation's members and other stakeholders.

The information in this Director application pack has everything you need to nominate to become a director at BLCAC.

The BLCAC Board of directors will review applications for casual board vacancies and where a casual vacancy exists will, at their discretion, will appoint eligible and qualified members to casual vacancies in accordance with the Corporation's rule book. Directors appointed to casual vacancies by the Board are required to have their appointment confirmed by way of membership vote at the next general meeting or AGM following their appointment.

The role of the board:

- Setting the strategic objectives and direction for the organisation
- Monitoring the performance of the organisation against strategic and annual plans
- Making strategic, ethical or compliance decisions on behalf of the organisation
- Being accountable to the membership of the organisation

Meetings and time commitment:

- Our board meets monthly for 3 hours. Additional time is required to read / review monthly board papers prior to each meeting.
- Directors will require access to a computer to attend online Board meetings and are required to travel to Frankston for up to 4 Board meetings per year.
- Additionally, there are up to two members' meetings each year, one of which is our Annual General Meeting which require in person attendance by Directors.

Directors Responsibilities:

- Attend and actively participate in meetings.
- Support the communication and promotion of BLCAC's purpose.
- Build a collegial working relationship with other directors that contributes to a consensual approach to organisational decision-making.
- Utilise skills, experience, knowledge, and networks to support the growth and success of the organisation.
- Adhere to the Corporation's Rule Book, the CATSI Act and the Director Duties at all times.
- Declare any Conflict of Interest (real or perceived) during your position as a Director.

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Eligibility of Directors: A Director must be:

- at least 18 years old
- a member of the corporation (excluding non-member/specialist independent directors)
- have consented in writing to be appointed as a director of the corporation
- have demonstrated knowledge and experience in an area of business, governance and/or another area that is relevant to the objectives of the corporation.
- A person is not eligible to become a director if they were a director of BLCAC at any time from 1 July 2020 to 11 September 2023. These people are not eligible to be appointed as a director for two (2) years from the date of the end of the 2023-2024 special administration (15 March 2024).

Composition of the board of directors:

- A maximum of one person from a family can be elected or appointed to the Board. Family member is defined as a person's: husband or wife, partner in a defacto relationship, brother or sister (including half-brother or half-sister), parent or child (including step-parent or step-child), or, sister in-law or brother-in-law.
- The maximum number of member directors is 10 (maximum of 2 per Apical group) and up to 3 specialist non-member directors (13 in total).

Directors must:

- provide their Director Identification Number (DIN). Director appointments cannot be made without a DIN.
- Have a current National Police Check, or within two months of appointment, obtain a National Police Certificate. The appointment is terminated immediately if a National Police Certificate shows any of the offences listed in the Rule book clause 7.3.
- Sign a Director confidentiality agreement. If a signed Director confidentiality agreement is not provided within one month of appointment, the appointment is terminated immediately.
- Sign a director code of conduct. If a signed Director code of conduct is not provided within one month of appointment, the appointment is terminated immediately.
- Have completed suitable governance training prior to their appointment or within a period of 12 months following their appointment.

Members are invited to submit Expression of Interest applications. Applicants should be committed to seeing BLCAC fulfil our aim to preserve and protect the sacred lands and waterways of our ancestors, their places, traditional cultural practices, and their stories.

Where do I send my application?

Please email or send your application to :

membercontact@bunuronglc.org.au

BLCAC Office

336 Nepean Hwy, Frankston, VIC 3199

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Expression of Interest for BLCAC Directorship

Date	
First Name	
Last Name	
Residential Address	
Email	
Postal address (if different from above)	
Apical Group	
Director ID Number	

I am interested in becoming a Director because:

Please describe any relevant experience, skills, or qualifications you have you can contribute to the Board (feel free to attach any supporting documentation):

Signature panel:

I understand my nomination will be reviewed by the BLCAC Board in regard to eligibility and appointment to casual vacancies will be made at the BLCAC Board's discretion. I understand that my appointment as a Director to a casual vacancy, will require member confirmation by vote at the next BLCAC general meeting or AGM. I accept the memberships' decision to be final. I agree to abide by the BLCAC Rule Book should I be appointed to the Board, as well as BLCAC's Code of Conduct and all other policies and procedures.

Signed:

Full Name:

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CONSENT TO ACT AS A DIRECTOR FORM

Bunurong Land Council (Aboriginal Corporation) (ICN3630)

CONSENT TO BECOME A DIRECTOR

APICAL ANCESTOR GROUP (please circle): **EM** **MM** **EN** **JF** **LB**

I, _____ (full name of person)

of _____ (address of person)

give consent to become a director of Bunurong Land Council (Aboriginal Corporation)

I confirm my date of birth is/...../ (date of birth)

and my place of birth (place of birth)

I also acknowledge that a person is automatically disqualified from managing corporations if they:

- have been convicted of an offence under the *Corporations (Aboriginal and Torres Strait Islander) Act 2006* that is punishable by imprisonment for more than 12 months;
- have been convicted of an offence involving dishonesty that is punishable by imprisonment for at least three months;
- have been convicted of an offence against the law of a foreign country that is punishable by imprisonment for more than 12 months;
- are an undischarged bankrupt;
- have signed a personal insolvency agreement and have not kept the agreement; and
- have been disqualified under the *Corporations Act 2001* from managing corporations.

The period of automatic disqualification is set out in sections 279--5 and 279-10 of

the CATSI Act. Signature of person _____

Date _____

NOTE: This form should be completed and given to the Corporation before the person is appointed as a director – section 246-10(1) of the CATSI Act.

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