



National Executive Call for applications

2020

Dear member,

At the **AGM on Thursday 3 September 2020 at 11.20am via Zoom**, the office-bearers and ordinary committee members will step down, requiring applications for each position. Current Executive members (office-bearers and ordinary members) may reapply as well as members who qualify to serve on the committee, allowing for the continuance of corporate memory and the induction of new members to take on some of the positions.

According to the constitution only Executive members who have served for one year on the committee already may apply for the four office-bearing roles of President, Vice President, Treasurer and Secretary. **The other ordinary positions are open to any financial member.** Any of these positions may be delegated specific roles as determined by the Executive.

Summary of the mandatory committee roles

President	Represents ACNN as principal officer. Sets meeting times and agendas, presides as chairperson, and speaks on behalf of the College and Executive as required.
Vice president	Acts in the role of President if the President is unable to do so. Provides support for branches and special interest groups.
Secretary	Principal administration and governance officer for ACNN. Records and keeps minutes and other governance records, and manages membership.
Treasurer	Principal financial officer for ACNN. Manages and reports all financial affairs, provides annual projected budgets and assists branches and special interest groups. The treasurer is supported by an accountant in preparing the annual financial audit.
Ordinary member <i>Minimum of three</i>	Attends all committee meetings and undertakes any tasks delegated by the Executive. May also be allocated a portfolio as determined by the Executive. Please note the ordinary member role may be used as preparation for office-bearing roles if the member chooses to step up after a minimum of one year's experience on the Executive. Ordinary member status may be allocated to special roles for Executive voting rights.

All Executive applications are to be sent to the ACNN Secretary at theseecretary@acnn.org.au no later than COB Wednesday 26 August 2020. Please note answers to the four candidate questions must be provided.

Note 1: The Professional Officer is appointed by the Executive for a set term and is allocated one of the ordinary member positions.

Note 2: One ordinary member position is allocated to a member of the Social Media Committee annually.

Note 3: The Executive is now assisted by a part-time Executive Support Officer who undertakes administrative tasks on behalf of the Executive Committee. This is a paid, non-voting position.

Australian College of Neonatal Nurses Inc.

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Application for the ACNN National Executive Committee 2020

I,, wish to apply for the position of
Print Name

President Vice President Secretary Treasurer Ordinary member

on the Australian College of Neonatal Nurses National Executive Committee.

Signed..... Date.....

Applicants require signatures of support from two current ACNN members.

Supported by

.....Signature.....Date.....
Print Name

Supported by

.....Signature.....Date.....
Print Name

Candidate questions for election to the National Executive Committee – must accompany application

1. What has been your involvement with ACNN, or your branch or SIG?
2. What experience do you have in serving on a professional organisation committee?
3. Why do you think you would be an effective ACNN National Executive Committee member?
4. What do you believe the priorities are for ACNN and how would you envisage helping the college achieve these priorities?