**NOMINATION FORM – 2023 ANNUAL GENERAL MEETING**

Nominations must be submitted to the SwimmingSA Public Officer via:

* Electronic: [michelle.doyle@sa.swimming.org.au](mailto:michelle.doyle@sa.swimming.org.au)

Please note nomination form must be signed when submitting an electronic nomination

**All nominations must be received by the SwimmingSA office no later than COB 16TH November 2023**

I ................................................................................................................... *(Insert full name)* being a financial member of the

............................................................................... Swimming Club, hereby nominate for the position/s of:

*(Please tick the box/s you wish to nominate for)*

Positions Elected by SwimmingSA Membership:

Board Director

*\*Please ensure you submit (in addition to this form) the required background information for this position*

Positions Appointed by Board:

Competitions Committee Member

Development Committee Member

Governance, Audit & Risk Committee Member

Technical Committee Member

By submitting this nomination, I am declaring that I am a registered financial Member of a SwimmingSA Member Club and willing to except the position/s for which I am nominating.

Signed by Nominee: ................................................................................... Date ......... / ......... / ..........

Signed by Witness: ................................................................................... Date ......... / ......... / ..........

Witness Name: ................................................................................... Club: ..................................

|  |  |
| --- | --- |
| Office Use Only | |
| Nomination Received By: |  |
| Date Nomination Received: |  |

**Declaration of eligibility to be a member of**

**the Board of SwimmingSA**

The Association Incorporations Act 1985 (SA) has conditions that prohibit certain persons from being on a Committee or Board. The specific Clause is detailed below.

In order to have your application accepted for nomination to the Board of SwimmingSA you need to declare that you are not prohibited by the Act.

Section 30 Associations Incorporations Act 1985 (SA) - certain persons not to be members of the committee (Board)

1. A person who is an insolvent under administration must not, without leave of the Commission, be a member of the committee of an incorporated association, or be in any way (whether directly or indirectly) concerned in or take part in the management of an incorporated association.
2. A person who has been convicted within or outside the State-
3. on an indictment of an offence in connection with the promotion. formation or management of a body corporate; or
4. of an offence involving fraud or dishonesty punishable on conviction by imprisonment for a period of not less than three months; or
5. of an indictable offence; or
6. of-
7. an offence against section 39A; or
8. an offence against a provision applied by section 41B; or
9. an offence against section 60,

must not, within a period of five years after his or her conviction or, if he or she was sentenced to imprisonment, after his or her release from prison, without leave of the Commission, be a member of the committee of an incorporated association, or be in any way (whether directly or indirectly) concerned in or take part in the management of an incorporated association.

1. When granting leave under this section, the Commission may impose such conditions or limitations as it thinks fit and any person contravening or failing to comply with any such condition or limitation that is applicable to him or her is guilty of an offence.
2. The Commission may, at any time, revoke leave granted by it under this section.

I …………..……………………………………………. *(insert full name)* declare that

1. I am not prohibited under any Acts or Legislation to hold the position of a Board member for SwimmingSA.
2. I am a financial Member of my Club.
3. I will be committed to my position as a Board member if elected and understand my position will be as a representative of SwimmingSA not a Club.

Signed: ……………………………………… Date: ………. / ……. / ………

*Please ensure your complete and return this form with your nomination*

**NOMINATION FORM – DIRECTOR POSITIONS ONLY**

**2023 ANNUAL GENERAL MEETING**

|  |  |
| --- | --- |
| **Nominee Information** | |
| **Name** |  |
| **Home Address** |  |
| **Mobile Number** |  |
| **Email Address** |  |
| **Employment/Position** |  |
| **Education** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Previous Board or Committee experience (if any)** | | | |
| **Name of Organisation** | **Role** | **Date From** | **Date To** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |  |
| --- | --- |
| **Qualifications** | |
| * Accounting/Finance | * Law |
| * Business/Commerce | * Marketing/Communications |
| * Governance | * Coach / Official |
| * Human Resources | * Research/Education/Training |
| * Work Health & Safety |  |
| * Other | |

|  |  |
| --- | --- |
| **Skills - Governance** | |
| * Corporate Governance | * Financial Literacy |
| * Club Governance | * Policy Development |
| * Strategic Management | * Business Performance |
| * Risk Manager | * Compliance & Legal Responsibilities |

|  |  |
| --- | --- |
| **Skills - Technical** | |
| * Government Relationships | * CALD/Disability |
| * Financial Investment | * Official / Coach / Athlete |
| * Information Technology | * Branding & Marketing |
| * Property/Asset Management | * Research/Education/Training |

|  |  |
| --- | --- |
| **Affiliations or Organisations you belong to** | **Role** |
|  |  |
|  |  |
|  |  |
|  |  |

Short listed nominees will be required to undergo formal probity checks including a National Police Criminal Records check and an Australian Securities and Investments Commission Disqualification Register check.

Have you ever been a bankrupt or disqualified from owning a business or being a director of an Association or Company?

* Yes
* No

**If YES please give details**

**Please provide a 100 word capability statement that would be used on our website and in Annual Reports.**

**Please provide 2 referees**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Name of person & Relationship to Nominee** |  | **Contact Details** |
| **1.** |  |  |  |
| **2.** |  |  |  |

**CV or Statement of Expertise**:

To assist in the assessment of nominations by Members, please provide a CV, statement or information regarding how the nominee’s skills and experience might fulfil any of the following specific skill sets:

* + Passion – a genuine interest and passion in advancing the sport of Swimming in South Australia
  + Strategy – strategic thinking and experience with developing and delivering on strategic plans and objectives
  + Mentoring – experience in mentoring and developing organizational capability and capacity
  + Risk – an understanding of risk management and planning
  + Financial literacy – accountancy qualifications or a strong ability to understand financial statements and arrangements
  + Government experience / understanding – knowledge of and/or contacts in local, State or Federal government, especially in relation to funding of projects
  + Business networks – strong corporate / business and sporting relationships and experience in fostering these relationships to assist the sport and attract partnerships and sponsorships
  + Industry Knowledge – experience with developing and running sporting clubs and centres

*(Suggested Length – 1 to 2 pages)*