

Call for Nominations – April 2020

Board of Directors – Multiple Positions

Council on Chiropractic Education Australasia Limited
ABN 91 168 760 067



Closing date 22 April 2020

Background

The CCEA is calling for nominations from suitable candidates to join the CCEA Board of Directors in accordance with the company's [Constitution](#).

Under clause 37.2 of the Constitution, the Board shall use its best endeavours to ensure that the Elected Directors (from time-to-time) consist of:

- 2 persons who are currently registered chiropractors in Australia;
- 2 persons who are nominated by CCEA accredited chiropractic programs in Australia and New Zealand;
- 1 person who is nominated by CCEA accredited programs in Asia;
- 1 person from another regulated health profession; and
- 2 senior independent persons in education, business or the community who represent the public and who are not members of the chiropractic profession.

The company currently has **four (4) vacancies** forthcoming to be filled, for a period of three years duration, in the following categories:

- 2 currently registered chiropractors in Australia; and
- 2 senior independent persons in education, business or the community who represent the public and who are not members of the chiropractic profession

In accordance with clause 37.3 of the Constitution, the Board shall ensure that each Elected Director is experienced in processes of evaluation, accreditation and wise governance.

Responsibilities of the Board of Directors

CCEA is a public company limited by guarantee and registered with the Australian Securities and Investments Commission (ASIC). As such, Directors have statutory responsibilities as articulated in the *Corporations Act 2001*.

The purpose of the Board of Directors is to advise, govern, oversee policy and direction, and assist with the leadership and general promotion of CCEA. While the Executive Officer leads day-to-day operations, the Board-Executive Officer relationship is a partnership and the appropriate involvement of the Board of Directors is both critical and expected.

Generic skills matrix

- ***Strategy:*** Ability to think strategically and critically assess strategic opportunities and threats and develop effective strategies in the context of the strategic objectives of CCEA and relevant national policies and priorities
- ***Policy development:*** Ability to identify key issues for CCEA and develop appropriate policies to define parameters within which the company should operate
- ***Financial performance:*** Ability to read, understand and critically analyse financial statements
- ***Risk and compliance:*** Ability to identify key risk to CCEA in a wide range of areas including legal and regulatory compliance and monitor risk and compliance frameworks and systems

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- **Corporate governance:** Knowledge and experience in best practice corporate governance structures, policies and processes
- **Community and stakeholder engagement:** High level reputation and networks in the profession/community
- **Industry experience:** Exposure to national registration and/or accreditation including accreditation of profession specific programs of study
- **Cultural safety:** Demonstrated skills, knowledge and lived experience of cultural safety, and its application to the health workforce and broader health system

The CCEA recognises the importance of, and has endorsed, [The National Scheme's Aboriginal and Torres Strait Islander Health and Cultural Safety Strategy 2020-2025](#). Individuals identifying as Aboriginal or Torres Strait Islander are encouraged to apply.

Application process

Nominees must provide a:

- Completed [nomination form](#)
- Current resume (3 pages max)

To obtain further information regarding this, please visit the CCEA [website](#).

Submission of Nominations

Ms Caroline Khalil
Executive Officer
Council on Chiropractic Education Australasia Limited
Via email to: executive.officer@ccea.com.au

Applications close COB Wednesday 22 April 2020. Late and/or incomplete applications will not be accepted.

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Nomination Form: CCEA Board Director

The appointment and removal of CCEA directors is governed by clause 34-39 of the [CCEA Constitution](#). The CCEA Board comprises of Nominee Directors and Elected Directors.

Nominations must be submitted in accordance with the Call for Nominations published.

Nominee details

Title & name:
Email:
Contact phone:

Nominee categories

The board is seeking nominations for Elected Directors from the below categories. Please select which category you are eligible for:

- Registered chiropractor in Australia (up to **two** directors)
- Senior independent persons in education, business or the community who represent the public and who are not members of the chiropractic profession (up to **two** directors)

Consent of nominee

I am willing to fulfil this role if I am elected by the CCEA Board.

Signature of nominee:

Date:

Please complete and return this form to the Executive Officer,
Ms Caroline Khalil at executive.officer@ccea.com.au.
If you have any questions, please contact Ms Khalil on +61 400 101 109.