***Background***

The CCEA is calling for nominations from suitable candidates to join the CCEA Board of Directors per the company’s [Constitution](https://static1.squarespace.com/static/619ad68aad4524745de58b0d/t/6296df023b98ce33ddc8e706/1654054660301/CCEA+Constitution+%28Amended+April+2022%29_vFinal.pdf).

Under clause 39.2 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 the jurisdictions covered by the Council;
* 2 persons who are nominated by CCEA-accredited chiropractic programs in Australia and New Zealand;
* 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 **2 vacancies** to be filled, for 3 years duration, in the following categories:

* **1 person who is a currently registered chiropractor in a jurisdiction covered by the Council; and**
* **1 senior independent person in education, business or the community who represents the public and who is not a member of the chiropractic profession.**

Under clause 39.3 of the Constitution, the Board shall endeavour to 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 Charities and Not-for-profits Commission (ACNC). Directors have statutory responsibilities as articulated in the *Corporations Act 2001*.

Please note that you will need to have a director identification number (ID) prior to being appointed. [Please visit the Australian Business Registry Services website for further information.](https://www.abrs.gov.au/director-identification-number)

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 the 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, 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 risks to CCEA in a wide range of areas, including legal and regulatory compliance, and monitor risk and compliance frameworks and systems
* ***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](https://www.ahpra.gov.au/About-AHPRA/Aboriginal-and-Torres-Strait-Islander-Health-Strategy/health-and-cultural-safety-strategy.aspx).

Individuals identifying as Aboriginal, Torres Strait Islander, Māori or of Māori ancestry are encouraged to apply.

***Application process***

Nominees are to provide a:

* Completed nomination form
* Current resume
* Short video of you explaining your skills, knowledge and experience (optional)

To obtain further information regarding the organisation, please visit the [CCEA website](https://www.ccea.com.au/).

***Submission of nominations***

Dr Stacey Janssen

Executive Officer

Council on Chiropractic Education Australasia Limited

Via email to: [stacey.janssen@ccea.com.au](mailto:stacey.janssen@ccea.com.au)

***Applications close 5.00pm AEDT Friday 31 March 2023. Late and/or incomplete applications may not be accepted.***

# Nomination Form: CCEA Board Director

The appointment and removal of CCEA Directors is governed by clauses 36-41 of the [CCEA Constitution](https://static1.squarespace.com/static/619ad68aad4524745de58b0d/t/6296df023b98ce33ddc8e706/1654054660301/CCEA+Constitution+%28Amended+April+2022%29_vFinal.pdf). The CCEA Board comprises of Nominee Directors and Elected Directors.

Nominations must be submitted per the Call for Nominations published.

This form is electronically fillable. All parts must be complete.

***Nominee details***

Title:

Name:

Email:

Contact phone:

Are you of Aboriginal or Torres Strait Islander Origin?

No  Yes, Aboriginal  Yes, Torres Strait Islander

Are you a New Zealand Māori or a descendant of a New Zealand Māori?  No  Yes

***Nominee category***

I am eligible to fill the position as an Elected Director who is:

A person who is a currently registered chiropractor in a jurisdiction covered by the Council

A senior independent person in education, business or the community who represents the public and who is not a member of the chiropractic profession

***Required documents***

Completed nomination form (including supporting statement – see over)

Current resume

Short video of you explaining your skills, knowledge and experience (optional)

***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,  
Dr Stacey Janssen at [stacey.janssen@ccea.com.au](mailto:stacey.janssen@ccea.com.au).

If you have any questions, please contact Dr Janssen on +61 400 588 897.

***Nominee supporting statement***

Briefly describe your interest in this position, and the skills, knowledge and value you would contribute: