

**Form 1:****ACS PRESIDENT (NATIONAL OFFICE BEARER) NOMINATION FORM**

I wish to nominate for the vacant position of **ACS President** expiring on 31 December 2021.

Name: _____ Membership Grade: _____

Membership Number: _____ Branch: _____

Signature: _____ Date: _____

The President is a National Office Bearer position. National Office Bearers of the Society are the President, Immediate Past President, Vice Presidents (3) and the National Treasurer. Together with the four (4) National Congressional Representatives and the Chief Executive Officer (CEO) they form the ACS Management Committee. Management Committee controls and manages the Society and is the committee of the Society under the Associations Incorporation Act. National Office Bearers are also members of the ACS Congress, which is an advisory and electoral body.

Eligibility Criteria:

1. must not elect or appoint the current President or the Immediate Past President (ACS Rule 8.4.3(c)(i))
2. must not elect or appoint a member who is not a member of Professional Division (ACS Rule 8.4.3(c)(ii))
3. must not elect or appoint a member who has not been a Management Committee member for at least 2 years (ACS Rule 8.4.3(c)(iii))
4. must be current Congress member (other than a Coopted Congress Member) or have been a Congress member (other than a Coopted Congress Member) for at least 1 year within the 5 years immediately preceding the election or appointment. Unless exempted from compliance by Congress in its absolute discretion. (ACS Rule 8.4.3(b))
5. may not elect any member of the Overseas Group (ACS National Regulation 2.13.1(c))

The role of the President (Chairperson)

Chairing is a key role on any voluntary Management Committee. The President must ensure that the Management Committee functions properly, that there is full participation during meetings, that all relevant matters are discussed and that effective decisions are made and carried out.

The role of a President is time consuming, with work between meetings, external representation of the organisation, and work with staff.

Main duties of the President (Chairperson)

The responsibilities of a President can be summarised under five areas:



1. To ensure the Management Committee functions properly.

The President is responsible for making sure that each meeting is planned effectively, conducted according to the constitution and that matters are dealt with in an orderly, efficient manner. The President must make the most of all his or her committee members in terms of their abilities and time to commit and 'lead the team'. This also involves regularly reviewing the Committee's performance and identifying and managing the process for renewal of the Committee through recruitment of new members.

2. To ensure the organisation is managed effectively.

The President must co-ordinate the Committee to ensure that appropriate policies and procedures are in place for the effective management of the organisation.

3. To provide support and supervision to the Chief Executive Officer.

The President is the direct line manager for the Chief Executive Officer (the most senior staff member).

4. To represent the organisation as its figurehead.

The President is required under the ACS Rules to represent the organisation and be its principal spokesperson.

5. To represent each member of the organisation.

The President is to whom a member turns for redress and relief when policies and practices of the organisation fail him/her.

Required Characteristics

- A strong and sincere conviction of the ACS and its objects, vision, mission and values
- Able to devote considerable time to the role
- Demonstrated leadership qualities
- Strategic expertise
- Ability to understand the whole ICT eco-system at a sophisticated level
- Financially literate (able to interpret P & Ls and Balance Sheets)
- Well-developed interpersonal/behavioural skills
- Comfortable with a collegiate approach to decision making
- Experienced in policy formulation
- Meet ACNC governance standard 4 (not disqualified from being a 'responsible person').

Desirable Characteristics

- Experience as a Non-For-Profit (NFP) Board Director or having undertaken appropriate Governance training e.g. AICD Company Directors Course.
- Experienced in change management

Statement of Goals

[Short overview 1 A4 page] - as a guide you should cover the following in your statement:

- How you would add value to the Society and its mission should you be successful
- How much time you can give to the role (what professional or personal constraints on your time or service might you anticipate)
- What motivates you as someone who provides service to the ACS on a volunteer basis
- Your qualifications and experience as a strategic thinker
- The specialist skill set you bring which will be of benefit to the MC



- Your willingness to accept legal and fiduciary responsibilities for the Society as a member of Management Committee
- Provide examples of being a team player in a work environment
- Your experience in working with boards and committees