



**Form 3:**

**ACS NATIONAL TREASURER NOMINATION FORM**

I wish to nominate for the vacant position of **National Treasurer** commencing 1 January 2021 and expiring on 31 December 2022.

Name:	.....	Membership Grade:	_____
Membership Number:	.....	Branch:	_____
Signature:	.....	Date:	.....

The National Treasurer is a National Office Bearer position. National Office Bearers of the Society are the President, Immediate Past President and Vice Presidents (3). 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.

**To be eligible the candidate:**

This criteria is taken from the [ACS Rules](#) and [ACS National Regulations](#), and the relevant clauses are specified below. Applicants should review the criteria in the Rules and Regulations prior to nominating.

1. must not elect or appoint the current or any past National Treasurer to that position if such election or appointment would result in that National Treasurer being elected or appointed for consecutive terms totaling more than 6 years as National Treasurer (ACS Rule 8.4.3(e)).
2. must be a member of Professional Division (ACS National Regulations 2.13.2)
3. must be a 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))
4. must not be a member of the Overseas Group (ACS National Regulation 2.13.1(c))

**The Role of the National Treasurer**

The Treasurer is responsible for providing oversight for all aspects of financial management, working closely with other members of the Management Committee to safeguard the organisation's finances.

It is important to note that although the Treasurer **ensures** that these responsibilities are met, much of the work **may be delegated** to a finance sub-committee and/or to paid staff or volunteers.



The National Treasurer provides financial guidance to the Society. The position is accountable to Management Committee for all matters relating to the business and financial management of the Society, including financial policies, the reporting of financial performance and budgeting. It is the Treasurer's responsibility to prepare the annual budget for the approval of Management Committee and reports to Management Committee at each meeting on the financial situation of the Society.

In all of these areas the Treasurer is responsible for ensuring that effective financial systems and procedures have been established, are being consistently followed and are in line with best practice and legal requirements and in accordance with the ACS Rules and Regulations.

The National Treasurer will generally be involved in most activities of the Society where financial matters are of importance and will work closely with the CEO, the CFO, and the Branch Treasurers.

The Treasurer chairs the Treasurer's Reference Group (TRG) made up of all Branch Honorary Treasurers, is a member of the ACS Remuneration and Rewards Committee, is an ex-officio member of the National Audit and Risk Committee, is a member of the Project Approval Subcommittee (PASC) and the Business Case Review Committee (BCRC).

#### **Required attributes:**

- 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/behavioral 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 attributes:**

- 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 – please submit**

As a guide you should provide a statement of the following in 1 A4 page:

- 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 Management Committee
- 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



### **Induction Training**

All nominees for ACS elected member positions must have completed the ACS online induction program to be eligible to contest the position. Links to the induction program can be obtained from [Returning.Officer@acs.org.au](mailto:Returning.Officer@acs.org.au) and must be completed by 14 December 2020, prior to the National Elections at Congress.

### **Close of Nominations**

Nominations close at **5.00pm (AEDT) on Monday 7 December 2020**. Nominations must include this form, your statement of goals and a digital or passport size photograph.

### **Election**

The election will be held during a meeting of Congress on Tuesday 15 December 2020. This meeting will be via video conference. Applicants will be expected to make a short presentation to Congress, either by videoconference or by teleconference, in support of their candidacy. Applicants who may be unavailable for the Congress meeting are invited to enquire about submitting a video.