



NOMINATION PACK ACS Management Committee – President

About the Role

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.

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.

Key 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 profit and loss (P&L) statements 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

Notes on eligibility

To be eligible for this position, a member must:

- Be a financial member of the ACS
- Be a member of the Professional Division (ACS National Regulations 2.13.2)
- Not be a member of the Overseas Group (ACS National Regulations 2.13.1(c))
- Be a current Congress member (other than a Co-opted Congress Member) or have been a Congress member (other than a Co-opted 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))
- not be the current President or the Immediate Past President (ACS Rule 8.4.3(c)(i))
- have been a member who has been a Management Committee member for at least 2 years (ACS Rule 8.4.3(c)(iii)).



NOMINATION FORM

I wish to nominate for the casual vacancy position of **ACS President** commencing 1 January 2022 and expiring on 31 December 2023.

Candidate Details

Name	
Membership No:	
Branch:	
Contact Phone:	
Contact Email:	
Membership Expiry Date:	

Eligibility Criteria

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. To help candidates with their understanding, an eligible nomination would need to be able to check one box on each section.

I declare I am eligible to nominate for this position, and attest that:

Professional Membership (ACS National Regulations 2.13.2)

I declare I am a member of the Professional Division, and that my membership grade is either Member, or Senior Member or Fellow,

Domestic Membership (ACS National Regulations 2.13.1(c))

I declare I am not a member of the overseas group, and that my branch membership above is correct

Specific Criteria for this position (ACS Rule 8.4.3(b))

To be eligible for election as a National Congressional Representative, a candidate is required to be a current or recent of ACS Congress:

I declare I am a current Congress member (other than a Co-opted Congress Member) or have been a Congress member (other than a Co-opted Congress Member) for at least 1 year within the 5 years immediately preceding the election or appointment

I understand that I do not meet the criteria as a current or former Congress Member and request an exemption from compliance by Congress under ACS Rule 8.4.3(b).

Specific Criteria for this position (ACS Rule 8.4.3(c))

To be eligible for election as a National Congressional Representative, a candidate is required to be a current or recent of ACS Congress:

I declare I have been a member of ACS Management Committee for a period of at least 2 years.

I attest all information provided is true and correct. I also will submit a Statement of Goals and ensure I have completed induction training prior to the election.

Signed: _____ Date: _____

Please ensure you submit your Statement of Goals document and your Profile Picture as part of your nomination.



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. This program will include receiving the ACS Elected Member Handbook, available from the ACS Website, and completed the ACS Workplace Health and Safety Training for Elected Members, and the ACS Responsibilities of a Director presentation.

Links to the induction program can be obtained from Returning.Officer@acs.org.au and must be completed by Monday 22 November 2021, prior to the Congress Meeting.

Close of Nominations

Nominations close at **5.00pm (AEDT) on Monday 8th November 2021**. 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 23 November 2021. This meeting will be via video conference. Applicants will be expected to make a short presentation to Congress, either by videoconference, by teleconference or submitting a nomination video in advance, in support of their candidacy.