



**NOMINATION PACK
ACS Management Committee – Vice President, Membership Boards**

About the Role

The Vice 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 ACT Associations Incorporation Act. National Office Bearers are also members of the ACS Congress, which is an advisory and electoral body.

The role of an ACS Vice President:

The role of an ACS Vice President is to:

- assist the President in the performance of his/her official duties and to stand in for the President whenever the President is unavailable.
- chair General Meetings and meetings of the Management Committee in the absence of the President.
- drive the strategic direction of the Boards which are under their purview, aligned to the overall strategy of the ACS
- act as the liaison between relevant Boards and the Management Committee and provide advice to the Management Committee on matters relating to the activities of those Boards
- advocate to the Management Committee on behalf of the boards under their purview
- provide updates on the activities of those Boards
- liaise with other Vice Presidents to ensure synergies are identified and encouraged
- undertake specific tasks as agreed with the President.

Profession Advisory Board:

The following Committees report through the Vice President - Membership Boards:

- Accreditation Committee
- Ethics Committee
- ICT Educators Committee
- Professional Education Governance Committee

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))
- Be endorsed by a majority of the members of the Membership Advisory Board, unless the member has been endorsed by Management Committee (ACS Rule 8.4.3(d)(i)). The ACS National Office will seek Board endorsement from the Professional Advisory Board on the candidate's behalf and, the candidate will be notified of the outcome. All correspondence relating to endorsements will remain confidential.
- Not be the current or any past Vice President where their appointment would result in being elected or appointed for consecutive or overlapping terms, or a combination of both, totalling more than 6 years as Vice President (ACS Rule 8.4.3(d)(ii))



NOMINATION FORM

I wish to nominate for the casual vacancy position of **Vice President, Membership Boards** 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 Vice President, a candidate is required to be a member 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).

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.

Endorsement by the Professional Advisory Board

For a candidate for Vice President to progress, their nomination needs to be endorsed by the respective Advisory Board. In the case of Vice President – Membership Boards, endorsement is required from the Professional Advisory Board. This has been planned already, and candidates should note their statement of goals will be shared with that committee.

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.