

## Nomination for 2018 ACS Victorian Branch Executive Committee

### **NOMINATIONS:**

Nominations are hereby invited from all eligible ACS Victorian Branch Members for any of the following positions on the 2018 ACS Victorian Branch Executive Committee (BEC).

### **OFFICE BEARERS:**

**Vice-Chair** – 2-year term

**Honorary Branch Secretary** – 2-year term

**Ordinary Committee Members (three positions)** – 2-year term

The two-year term for incoming members commences 1 January 2018, ending 31 December 2019.

### **RETIRING BEC MEMBERS:**

Rod Dilnutt – Vice-Chair

John Graham – Honorary Secretary

Cecily Macdougall – Ordinary Committee Member

Andrew Parbury – Ordinary Committee Member

Ernest Stabek – Ordinary Committee Member

Ian Wells – Ordinary Committee Member

Agostino Carrideo – Ordinary Committee Member

2016/17 Branch Executive Committee Members who retire on the 31 December 2017 are eligible for re-election.

### **2017/18 BEC MEMBERS:**

The following members will remain on the Victorian BEC until 31 December 2018;

Maria Markman – Chair

Craig Horne – Immediate Past Chair

Cecily Macdougall – Honorary Treasurer \* September 2017 to 31 December 2018

Jo Dalvean – Ordinary Committee Member

Rebecca Grant – Ordinary Committee Member

Katerina Andronis – Ordinary Committee Member

Karen Gee – Ordinary Committee Member

Cynthia Lee – Ordinary Committee Member

### **ELIGIBILITY:**

Only financial members of the ACS Victorian Branch are eligible for nomination. For a nomination to be valid it must show the name and address of an eligible nominee, be signed by the nominee as evidence of willingness to accept the nomination and be signed by another financial member of the Victorian Branch as proposer. Only members of the Professional Division (MACS, MACS (Snr), or FACS) are eligible for election as Branch Office Bearers. No more than one half of the Ordinary Committee Members may be from the non-Professional Division. All grades of members are eligible to nominate candidates for any of the above positions.

### **CLOSING DATE FOR NOMINATIONS:**

Nominations must be on the approved BEC 2018 nomination form and reach the Returning Officer no later than **5:00pm, Thursday 5 October, 2017**. Nominations may be posted to: Returning Officer, Australian Computer Society, Locked Bag 36 South Melbourne Vic 3205, or delivered to: Australian Computer Society, Level 2, 120 Clarendon Street, Southbank 3006. They may also be scanned and emailed to the attention of the Returning Officer at: [acsvic@acs.org.au](mailto:acsvic@acs.org.au). The onus rests with the nominee or proposer concerned to ensure that his/her nomination is lodged before the closing date.

### **ELECTION:**

If there are more nominations received than positions available, a ballot will be held to determine the successful nominees.

**RECORD OF ATTENDANCE OF 2017 BEC MEMBERS:**

Meetings attended of those eligible to attend:

Maria Markman	Chair	6 of 6
Rod Dilnutt	Vice-Chair	5 of 6
Terry Komis	Honorary Treasurer *Resigned August 2017	5 of 5
John Graham	Honorary Secretary	6 of 6
Craig Horne	Immediate Past Chair	6 of 6
Ian Wells	Ordinary Committee Member	5 of 6
Ernest Stabek	Ordinary Committee Member	5 of 6
Andrew Parbury	Ordinary Committee Member	5 of 6
Cecily Macdougall	Ordinary Committee Member	4 of 6
Agostino Carrideo	Ordinary Committee Member	4 of 6
Katerina Andronis	Ordinary Committee Member	4 of 6
Jo Dalvean	Ordinary Committee Member	5 of 6
Rebecca Grant	Ordinary Committee Member	6 of 6
Karen Gee	Ordinary Committee Member	5 of 6
Cynthia Lee	Ordinary Committee Member	5 of 6

## Nomination for Election of the 2018 ACS Victorian Branch Executive Committee

To: The Returning Officer  
 ACS Victorian Branch  
 Locked Bag 36  
 South Melbourne Vic 3205

**CLOSING DATE: 5.00pm THURSDAY, 5 October 2017**

### NOTE: A SEPARATE NOMINATION FORM MUST BE COMPLETED FOR EACH NOMINATED POSITION

**PROPOSER:** I, First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Membership No: \_\_\_\_\_ hereby propose:

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

For the position of: \_\_\_\_\_ of the 2018 ACS Victorian Branch Executive Committee

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**NOMINEE:** I accept the nomination: First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Address: \_\_\_\_\_ Post Code: \_\_\_\_\_

Membership No: \_\_\_\_\_ Signed: \_\_\_\_\_ Date: \_\_\_\_\_

In accepting this nomination, if elected, I agree to use my best endeavours to:

- Contribute to the development and implementation of the ACS Victorian Branch policy
- Attend all ACS Victorian Branch Executive Committee meetings
- Participate in ACS Victorian branch committees and special projects
- Represent ACS Victoria at conferences, exhibitions and events
- Assist in the recruitment of new members and in the retention of existing members

If a ballot is required, you will be invited to provide a statement of up to 200 words in support of your nomination.

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## ACS Victorian Branch Executive Committee: Key Roles and Responsibilities

The aim of this brief is to inform potential Branch Executive Committee nominees of the ACS Victorian Branch's key objectives and the typical skills required to be an effective Branch Executive Committee Member. Any financial member of the ACS Victorian Branch is eligible to nominate to be a Member of the Branch Executive Committee. However, nominees should be aware of some of the skills required to perform the role of a Branch Executive Committee Member (not that this precludes any member from nominating). Note that all Branch Executive Committee positions are voluntary and require varying amounts of time to fulfil the governance duties detailed below. Office Bearer positions typically require 15 hours per month, the Chair's role requiring upwards of 50 hours, whilst Ordinary Branch Executive Committee Member positions typically require 8 hours per month. All work is pro-bono; however legitimate expenses will be reimbursed when applicable.

### KEY OBJECTIVES

#### **Relevance to members and stakeholders**

- Seek and confirm ACS member needs with strong and frequent communication
- Contribute to the annual plan of events through workshops, active participation and communication
- Provide feedback to ACS National Secretariat about matters affecting the branch

#### **Professional practice in ICT**

- Include professional practice objectives in the annual plan
- Contribute to and support the ACS Professional Development Program
- Support and promote ACS Special Interest Groups
- Support the ACS Professional Partner Program
- Promote the importance of discipline, ethics and conduct for the profession

#### **Growth to ensure a sustainable future for the Society**

- Plan Branch activities and services in a manner that supports the objectives and interests of branch members

#### **Leadership and global positioning**

- Contribute to and support setting and achieving branch KPIs
- Keep up to date with ACS National initiatives to improve the professional standing of ACS
- Support and contribute to the mentoring program

#### **Ensuring the organisation is fit for the future**

- Participate as a member of appropriate branch committees
- Behave responsibly in members' interests in financial decisions

#### **People and culture**

- Ensure that the branch strategies are actively promoted to the state manager and staff
- Actively communicate with staff and volunteers and encourage positive communications to all stakeholders
- Ensure that the ACS values are demonstrated and encouraged at all times
- Encourage adherence to the ACS Code of Ethics
- Present and promote ACS to secondary and tertiary students and others as the opportunity arises

### GENERAL SKILLS

- Leadership and management expertise
- Domain knowledge: technology breadth, rather than detailed technical knowledge
- Strategy and planning
- Understanding of link between business and IT strategy: able to develop strategies and/or plans
- Communication: confidence and ability to address a medium to large audience
- Thought leadership, especially in the digital economy
- Emotional intelligence
- Mentoring: ability to attract and develop people, especially young people
- Managing diversity e.g. Young IT Professionals, Women in IT
- Sound diplomatic skills

**Note: The Branch Executive Committee meets at 6.00pm on the third Wednesday of every second month.**