**NOMINATION FOR APPOINTMENT OR REAPPOINTMENT TO GOVERNING BODIES OF DIOCESAN EDUCATIONAL INSTITUTIONS**

**PLEASE NOTE:** This form is to be used in association with Policy and Procedure *GASC-004 Appointing and Reappointing Members of Governing Bodies of Diocesan Educational Institutions*.

This nomination requires approval by the Grafton Anglican Schools Commission under the delegation of Bishop-in-Council.

This form contains two sections. Section 1 is to be completed by the candidate and Section 2 is to be completed by the Chair and Secretary of the Institution’s Governing Body and be submitted to schools@graftondiocese.org.au

**Section 1: to be completed by candidate**

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| 1. **PERSONAL DETAILS**
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| Title  |  [ ]  Rev [ ]  Mr [ ]  Mrs [ ]  Ms [ ]  Dr [ ]  Other (please specify):  |
| Full Name |  |
| Postal Address |  |
| Preferred Telephone |  |
| Preferred Email |  |
| Religious Affiliation |  [ ]  Anglican [ ]  Other (please specify):  | [ ]  None |
| Governing Body |  [ ]  Lismore Parish Centre Preschool Council [ ]  Bishop Druitt College Council [ ]  Clarence Valley Anglican School Council [ ]  Emmanuel Anglican College Council [ ]  Lindisfarne Anglican Grammar School Council [ ]  St Columba Anglican School Council [ ]  St Columba Anglican School Foundation Council |

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| 1. **PROFESSIONAL QUALIFICATIONS AND EXPERIENCE (Please provide a brief summary below AND attach your resume)**
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| Nominate Referee (Name) |  |  Telephone |  |

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| 1. **DETAILS OF CHURCH INVOLVEMENT (If applicable, please provide a brief summary below including name of attending church & additional involvement)**
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| Nominate Referee (Name) |  |  Telephone |  |

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| 1. **CONSENT DECLARATION**
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| *I consent to being re/appointed as a Member of the Governing Body and, if re/appointed, I accept the obligations and duties of a Member of the Governing Body.**I have read and declare my support for:*[ ]  *the Institution’s* [*constitution*](https://www.graftondiocese.org.au/grafton-anglican-schools-commission/) *and documents which set out the aims and objectives of the Institution, as set out in Section 6.*[ ]  *the Anglican Diocese of Grafton –* [*Schools Ethos Statement*](https://www.graftondiocese.org.au/grafton-anglican-schools-commission/)*.* |
| Name |  |  Signature |  |  Date | Click or tap to enter a date. |

**Section 2: to be completed by the Chair and Secretary of the Governing Body**

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| **5. GOVERNING BODY RESOLUTION AND REASON FOR APPOINTMENT** |
| At a duly constituted meeting of *(insert Governing Body)* *\_\_\_\_\_* held on *(insert date)\_\_*Click or tap to enter a date.*\_, (insert candidate* name)\_*\_\_\_\_*\_was nominated pursuant to Clause *\_\_\_\_* of the Institution’s Constitution.  |
|  Nomination Type |  [ ]  Reappointment of an existing member [ ]  2nd Term [ ]  3rd and final term  [ ]  To fill a vacancy caused by the recent or imminent retirement or resignation of a member, namely *\_\_\_\_* [ ]  An additional appointment to increase the number of members to satisfy the constitutional number requirement |

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| **6. GOVERNING BODY OFFICE BEARERS’ DECLARATION** |
| *We declare that:*1. *the Intuition has provided the following documents to the candidate before accepting their consent to be nominated:*
2. *the Institution’s Constitution;*
3. *(insert document names) \_*\_\_\_*\_ setting out the Institution’s aims and objectives;*
4. *Anglican Diocese of Grafton – Schools Ethos Statement.*
5. *having made proper enquiry and had appropriate discussion with the candidate, we are satisfied that:*
6. *the candidate is a fit and proper person to be a member of the Governing Body;*
7. *the candidate is aware of the obligations and duties of a member of the Governing Body;*
8. *the candidate is aware of and supports the aims and objectives of the Institution and the Anglican Diocese of Grafton – Schools Ethos Statement;*
9. *if the candidate is appointed to the Governing Body, the requirements of the Constitution as to the composition of the Governing Body will be satisfied and the requirements for skills and expertise to enable the Governing Body to discharge its functions effectively will be enhanced.*
10. *If appointed, the candidate is willing to sign a* ***responsible persons declaration****.*
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| Name of Governing Body Chair |  |  Signature |  |  Date | Click or tap to enter a date. |
| Name of Governing Body Secretary |  |  Signature |  |  Date | Click or tap to enter a date. |

**Please submit completed form to:** schools@graftondiocese.org.au