****

**INDEPENDENT DIRECTOR APPLICATION FORM**

The Board of Allied Health Professions Australia is comprised of individuals who can demonstrate they have the skills, experience and personal qualities/attributes required for directorship, under the direction of our Constitution. NB**: Allied health professionals are not eligible to apply**. AHPA is specifically seeking external independent Directors.

Applications received will be screened and assessed by AHPA’s Governance and Risk Committee to ensure that application criteria have been satisfied and only those applicants will be put forward for Board appointment. The panel will review the information provided in this application form and match candidates to the skills and experience required for an effective Board.

**Submission of Application**

Completed application forms must be submitted to office@ahpa.com.au **no later than 5pm AEST, Friday 24th September 2021** along with a cover letter and CV.

For more information please contact Melanie Dooley, Company Secretary on 03 9909 7768 or office@ahpa.com.au .

Thank you for your submission.

|  |  |
| --- | --- |
| **Name of Applicant:**  |  |
| **Contact details (phone and email):** |  |

**Introductory Bio and Statement of Intent:**

Please include a short biography (100 word) of yourself and a short (100-200 word) statement regarding why you are applying for the role.

**Skills**

It is recognised that no single applicant will be able to satisfy all the criteria listed below; however, across the composition of the Board, these are the skills that are required for effective governance. We are in search for a mix of skills so what may be a strength in one, may be a weakness in others. As such, applicants are required to firstly rate your skills accurately and honestly to demonstrate what you can bring to the Board and the level of experience you have in these areas.

Please focus on any skills that apply to you from the list below and demonstrate how and why via the written ‘comments’ column in the table below. It may help to describe your experience or training in each of the areas. NB: ­applicants are required to have previous board experience / governance training.

|  |  |  |
| --- | --- | --- |
| **Skills** | **Ranking** | **Comments** |
| ***For Example…******Skill XX*** | ***3 = Extensive experience or expert******2 = Some experience******1 = Little or no experience*** | ***e.g. Please add comments here about how you can demonstrate this skill or how you would address developing skills in this area…..etc.*** |
| **Previous Board experience (required)*** ***Experience as a Director; and /or***
* ***Formal training in governance and risk***
 |  |  |
| **Business Development (highly regarded)*****Experience in business development and positioning the organisation for sustainability and growth***  |  |  |
| **Not for Profit (highly regarded)*****Experience working within the Not for Profit environment*** |  |  |
| **Industry knowledge (preferred)*****Broad knowledge of allied health, the environment in which it operates and the challenges it faces*** |  |  |
| **Member organisations*****Knowledge of professional member organisations*** |  |  |
| **Risk and Compliance*** ***Ability to identify key risks to the organisation***
* ***Ability to monitor risk and compliance***
* ***Knowledge of legal and regulatory requirements***
 |  |  |
| **Financial & Audit*** ***Experience in accounting / finance to analyse statements and assess financial viability***
* ***Ability to contribute to financial planning, oversee budgets, oversee funding arrangements***
 |  |  |
| **Strategy*** ***Ability to identify and critically assess strategic opportunities and threats to the organisation***
* ***Ability to develop strategies in context to our policies and business objectives***
 |  |  |
| **External stakeholder management*** ***Experience in high level stakeholder management and the ability to apply this to the organisation***
 |  |  |
| **Technology / IT*** ***Knowledge of IT Governance including privacy, data management and security***
 |  |  |
| **Political influence*** ***Strong understanding of the political environment with experience in exerting political influence and effective networking***
 |  |  |
| **Human Resources*** ***Strong understanding regarding executive appointment and performance management***
 |  |  |

|  |
| --- |
| **Privacy Statement** |
| The personal information on this form is being collected for the purposes of recruiting and selecting Directors for the Board of Allied Health Professions Australia |

|  |
| --- |
| **Declaration** |
| I ………………………………………………………………………………………………………………………….. declare that1. I have never been, nor am I currently insolvent, and
2. I have not been disqualified from acting as a director or acting in the management of a company, and
3. If a health practitioner I have never had a negative finding against me from any regulatory complaint body such as health tribunals, accrediting body, AHPRA, Medicare or their equivalents.
4. Any international equivalents of the above.

I grant permission for inquiries to be made to establish the accuracy of any of the information provided by me in this form and accompanying attachments and to determine my suitability for nomination and I understand that these inquiries will involve the disclosure of my information for these limited purposes. By signing this declaration. I grant permission for the conduct of probity checks, which will consist of:* a check of the Australian Securities and Investment Commission (ASIC) Register of persons prohibited/disqualified by ASIC under the provisions of the Corporations Act 2001
* a check of the Insolvency and Trustee Service Australia (ITSA) National Personal Insolvency Index which contains information about proceedings and administrations under the Bankruptcy Act 1996.

These checks will only be made if the application for Board Directorship is approved.**Signature:……………………………………………………………………………………………………… Date:………………………………………………….** |