LEADERSHIP MATTERS

CALL FOR NOMINATIONS TO NEW SOUTH WALES DIVISION COMMITTEE AND NSW YOUNG PLANNERS NETWORK COMMITTEE POSITIONS 2017-2019

Under the terms of PIA's By-Laws a number of key Committee positions will become vacant at the New South Wales Division Committee meeting in December 2017. Leadership matters, and this is an important time to be actively involved in the Institute. Eligible members are invited to consider nominating for one of our key positions.

- 1 x Division-Elected National Board Director
- 7 x Division Committee Members
- 20 x Young Planners Network Committee Members

In the event that more nominations are received than positions for any vacant role(s), an election will be called.

ROLE DESCRIPTIONS

NATIONAL BOARD DIRECTOR

The role of the Board is:

- To fulfil the corporate responsibilities of the Board under the Planning Institute of Australia (PIA) Constitution, By-Laws and relevant Commonwealth legislation
- To direct the operations of PIA on behalf of its members and set the strategic direction of PIA
- Appoint and evaluate the performance of the Chief Executive Officer (CEO) of PIA (can be delegated to a sub-committee that must include the President)
- Appoint the President
- To make decisions in respect to those matters not delegated to or the responsibility of the Chief Executive Officer
- Adopt policy positions in relation to relevant issues
- Manage PIA’s operational, financial and reputational risk

The Board does not participate in the day to day affairs or management of the Institute.

Directors serve for a three-year term.

Further information on the role of the Board is available in PIA’s Constitution and By-laws, or by contacting a current Board Director.
DIVISION COMMITTEE MEMBER

The role of the Division Committee is to engage with the members in their division to assist in the delivery of PIA's Strategic Plan and annual business plans. The Committee meets every two months and contributes to key activities throughout the year via agreed roles and responsibilities.

The Committee consists of 18 members, and elected candidates serve for a two-year term. Election of the President and Vice President(s) will occur at the first meeting of the new Committee. Office bearer positions are held for a one-year term.

Further information on the role of the Committee and Convenors is available in PIA’s By-Laws or by contacting a current Committee Member.

YOUNG PLANNERS NETWORK COMMITTEE MEMBER

This is your chance to apply to join a team of passionate Young Planners committed to connecting, supporting and informing New South Wales Young Planners through events, regular updates and representation.

A Young Planner is defined as “a person admitted as a Member or Associate, but who is within their fifth anniversary of graduation from the first educational qualifications that entitle the person to become eligible to be a Member”.

Nominees must be eligible Young Planners prepared to serve for a one-year term, commit to attending at least 75% of monthly meetings with no more than two absences in a row (unless otherwise approved), and available to help organize and attend events across the year focused on professional support and growing the careers of YPs across New South Wales.

The Committee consists of a maximum of 20 members. If more nominations are received than positions vacant, the existing Committee will conduct an election.

The Committee will elect their Young Planners Network Convenor from among their number later in 2017.

ELIGIBILITY

National Board Director nominees must be current Full Members including CPP, Registered Planners, Fellows or Life Fellows of PIA. Retiring Directors are eligible for re-election for a second consecutive term.

Division Committee member nominees must be current members of the PIA New South Wales Division of any grade. Retiring Committee members are eligible for re-election.

Please note that according to PIA’s Constitution and By-laws, Associate members may nominate and be elected to the Division Committee but in the event that an election is
required, please note that Associate members may not vote. In addition, Associate members may not be an office bearer such as President or Vice-President.

**Young Planners Network Committee** nominees should be current members of the PIA New South Wales Division in any grade and Young Planners at the time of nomination and election. Retiring candidates are eligible for re-election with no limit on the number of consecutive terms provided they still qualify as a Young Planner.

**HOW TO NOMINATE**

To nominate, complete and submit the [online nomination form](mailto:brenda.payne@planning.org.au) including a supporting statement of maximum 250 words which will be used to assist members in voting for their preferred nominee and will be used during elections and announcements. Your statement should address the following topics:

- Why you are nominating
- The skills and experience you can bring to the role
- What you intend to contribute to the Committee
- Any intentions or aims you have for the role and for PIA.

**Nominations close at 5.00pm AEST on Monday 11 September 2017 and must be submitted via the online nomination form. Nominations received after this time cannot be accepted.**

If you have any questions about how to nominate, please contact the Board Secretariat on 08 7122 9361 or at brenda.payne@planning.org.au

**FURTHER INFORMATION**

For any further information please contact the New South Wales Executive Officer, Michelle Riepsamen, on 02 8904 1011 or at michelle.riepsamen@planning.org.au.

Yours sincerely

Michelle Riepsamen

**EXECUTIVE OFFICER, PIA NEW SOUTH WALES DIVISION**