

## Member-Appointed Director Nominations FAQs 2021

### About Meaningful Ageing Australia

Meaningful Ageing Australia Ltd. (Meaningful Ageing) is the national peak body for spiritual care and ageing. Spirituality is integral to, but not confined by, religion and faith. It is about what gives us a purpose to our lives. It is about our sources of meaning and hope, which in turn is intimately related to our connectedness to ourselves, to others and to the world.

We are a not-for-profit company limited by guarantee, supporting organisations and groups from all backgrounds to respond to the emotional and spiritual needs of older people, their significant others, and their carers. We advocate for spiritual care to be included in all care settings.

### About the Meaningful Ageing Board

The Board is comprised of nine volunteer members who collectively contribute diverse expertise and experience to provide sound governance. Seven Board members are elected by the members of Meaningful Ageing and two Board members are appointed by the Board.

Board Director positions and current Board Membership are as follows:

Name / Director Role	Appointment
<b>Nick Ryan</b> <i>CEO, Lutheran Services (Qld)</i> Chair of Board (until AGM 2021) Chair, Strategic Partnerships Committee	Member-appointed position
<b>Adam McIntosh</b> <i>Uniting Care Qld – Assoc. Director of Mission</i> Committee Member	Member-appointed position
<b>Sonya Smart</b> <i>CEO, VMCH Victoria</i> Committee Member	Member-appointed position
<b>Raad Richards</b> <i>CEO, Carrington NSW</i> Deputy Chair, Treasurer Chair, Finance and Risk Committee	Member-appointed position
<b>Kellie Whelan</b> <i>Operations Manager, RSL Care SA</i> Board Secretary Committee Member	Member-appointed position Not re-nominating

<p><b>Jennifer O’Connell</b> <i>Director, Quality and Education, Hall and Prior (NSW and WA)</i> Chair, Company Membership Recruitment and Retention Committee</p>	<p>Member-appointed position</p>
<p><b>John Ireland</b> <i>Independent, NSW</i> Committee Member</p>	<p>Board-appointed position</p>

### Skills mix

We have a skilled-based board made up of individuals who are interested in contributing as a volunteer member of the Board meeting the following criteria:

1. **Professional expertise and experience** in one or more of the following areas;
  - Spirituality, spiritual care & ageing
  - Services for older people
  - Stakeholder engagement
  - Financial management
  - Marketing and communications
  - Government relations, advocacy
  - Legal
  - Business development
  - Board governance
  - Other health and care sectors
  - Risk management
  - Strategic thinking
  
2. **Personal values** are consistent with Meaningful Ageing’s vision, mission and values of *wisdom, collaboration* and *engagement*. It is essential that potential Board members understand and uphold the value of spirituality in enhancing the lives of all and especially older people.
  
3. **Commitment to make a worthwhile contribution to the governance of Meaningful Ageing** in accordance with the duties and responsibilities of a Board member. This involves:
  - Attendance at the four Board meetings during the year
  - Ability to undertake domestic travel to attend Board meetings
  - Attendance at the Annual General Meeting (run on the same day as a board meeting)
  - Participating in a Board sub-committee including meetings (estimated at approximately 3 hours per quarter, more for Chairs – mostly by teleconference)
  - Delivery on individual board Director KPIs, approximately two hours per month
  - Attendance at an annual strategic planning meeting (eight hours)
  - Assisting the CEO with projects from time to time
  - Attendance at an annual Member Forum and/or Member Network meeting in your state/territory
  - A commitment to serve a three-year term

***Importantly, Board members are required to assist in providing practical support to enhance the vision and mission of Meaningful Ageing and therefore must have the capacity and be willing to take on an active role during and in between meetings.***

4. **Personal attributes, qualities, experiences and connections** that would contribute to the capacity of the Board to reflect and consider diverse perspectives, insights and experiences that will enhance its deliberation of a range of issues and opportunities relevant to Meaningful Ageing's vision and mission.
5. **Experience in Board governance** is desirable but not essential. It is expected that Board members will exercise diligence and maintain ongoing education/development in understanding their responsibilities and specific matters about that they will be required to address in providing advice and making decisions as a member of the Board.

**Sound character** – Board positions are subject to a satisfactory police check clearance and reference checks. This includes someone who is not disqualified from managing a corporation, within the meaning of the Corporations Act 2001 (Cth) and has not been disqualified by the Australian Charities and Not-for-profits Commissioner at any time during the previous year from being a responsible person of a registered charity.

### **Upcoming Vacancies**

At Meaningful Ageing's AGM on 19 November 2021 and there will be three member-appointed vacancies for election. These vacancies are for three-year terms. One director whose term is ending will be re-nominating.

### **Process of Nomination**

The call for nominations is sent out to member organisations. For member-elected positions, nominations must be supported by two member organisations. A list of our members is on our website. Persons nominating will be asked to respond to their capacity to meet specific required competencies needed to ensure a broad skill mix on the Meaningful Ageing Australia Board. The required competencies are outlined in this document.

The nomination form is available from Lilik Kurnia, Executive Assistant, on 1800 618 107 or via email [admin@meaningfulage.org.au](mailto:admin@meaningfulage.org.au).

### **Expressions of interest are welcome prior to completing a nomination**

The CEO, Ilsa Hampton, or board members Nick Ryan or Sonya Smart, will happily discuss your interest, answer any questions, and ensure you have the nomination form if you decide to continue with the process. Please contact Ilsa directly to arrange a time 0425758277 [ihampton@meaningfulage.org.au](mailto:ihampton@meaningfulage.org.au).

### **Frequently Asked Questions**

- Our websites are: [www.meaningfulageing.org.au](http://www.meaningfulageing.org.au) and [www.seemeknowme.org.au](http://www.seemeknowme.org.au)
- On the Meaningful Ageing website you will find our current members, constitution and our strategic directions.
- Board meetings are held quarterly, either face to face or via videoconference. If a face to face schedule is agreed, each year two are held at Meaningful Ageing's premises at our office in Parkville Victoria, and two within a member's state, usually NSW, Queensland or South Australia. The dates and locations are set at the beginning of each year.
- It is expected that the costs for travel and accommodation are managed by the board member's organisation. However, if this is an impediment to you putting forward a nomination or expression of interest, please discuss with the Board Chair to ascertain the feasibility of your EOI and the ability for Meaningful Ageing to contribute towards these expenses.
- Director positions on the Meaningful Ageing Board are voluntary and do not receive remuneration.
- Meaningful Ageing holds comprehensive insurance including Director's and Officer's insurance.

*The following documents will be required from each Director prior to their formal appointment:*

- Current police check (last three months)
- Consent to Act as Director form signed
- Code of Conduct signed acknowledgement
- Non-disclosure Agreement signed
- Deed for Access and Indemnity signed

### **How will I be supported if I am successful?**

The Board Chair and CEO will individually meet with you to brief you on the strategic plan of the organisation. You will be provided with a support person from the Board from existing Directors to support your integration in the first 12 months.

### **Induction Pack Contents**

1. Welcome Letter
2. History of Organisation
3. Mission Statement
4. Board Charter
5. Constitution
6. Strategic Plan
7. Board Committee Structure
8. Subcommittee Terms of Reference/charters
9. Management structure and key appointments
10. Board Policies
11. Board Program of Work
12. FAQ document

Thank you for your interest.

Office use:

*Changes here must match checklist and induction pack cover page*