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Shop B41, Level 4 744 Bourke Street, Docklands **·** (03) 9602 1228 **·** nhvic.org.au **·** info@nhvic.org.au

NHVic Committee (Board) Nomination Form

# Please complete and return by Thursday 25 September 2025, 11.59pm.

# As a committee member, it’s important that your decisions are made based on what is best interest of NHVic and for the entire sector. The duty to act in the best interests of the Neighbourhood Houses Victoria overrides any duties you may have to your Neighbourhood House, to particular groups/networks, or people.

# For more information, please see the [Duties Guide](https://content.nfplaw.org.au/wp-content/uploads/2022/03/Duties-Guide.pdf#%5B%7B%22num%22%3A56%2C%22gen%22%3A0%7D%2C%7B%22name%22%3A%22XYZ%22%7D%2C54%2C463%2C0%5D)

# Nominations must be submitted in accordance with division 3, of the constitution:

# 52 Nomination of Board Members

# Nominations of candidates for election as members of the Board:

# shall be made in writing, signed by two full members of the Association and accompanied by the written consent of the candidate (which may be endorsed on the form of nomination); and

# shall be delivered to the Secretary of the Association not less than fourteen days before the date fixed for the holding of the annual general meeting.

# 53 Election of Board Members

# If the number of nominations received is less than or equal to fill all vacancies on the Board, the candidates nominated shall be deemed to be elected.

# If the number of nominations exceeds the number of vacancies to be filled, a ballot shall be held.

# 54 Ballot

# The ballot for the election of members of the Board shall be conducted before the annual general meeting in such usual and proper manner as the Board may direct.

# Nominee Details

|  |  |  |  |
| --- | --- | --- | --- |
| First Name: |  | Last Name: |  |
| Date of Birth: | *Please note: This is a requirement of ACNC for all board nominees.* | | |
|  | | |
| Home Address: | *Please note: This is a requirement of ACNC for all board nominees.* | | |
|  | | |
| Personal Phone: |  | | |
| Personal Email: |  | | |
| Organisation: |  | | |
| Position: |  | | |
| Work Phone: |  | | |
| Work Email: |  | | |

# Nominee’s statement

# I subscribe to the purposes of the Association and am over 18; I hereby accept nomination to the Neighbourhood Houses Victoria Board.

|  |  |  |  |
| --- | --- | --- | --- |
| Nominee’s signature: |  | Date: |  |

# Nominator and Seconder

**NOMINATED BY:**

# The Nominator must be from an organisation that currently has a full membership with NHVic. They can be from the same organisation as the nominee, or a different one.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| First Name: |  | Last Name: |  | |
| House/Network: |  | | | |
| Position: |  | | | |
| Signature: |  | | Date: |  |

**SECONDED BY:**

The Seconder must be from a different organisation, that currently has a full membership with NHVic, than the Nominator.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| First Name: |  | Last Name: |  | |
| House/Network: |  | | | |
| Position: |  | | | |
| Signature: |  | | Date: |  |

# Application Questions

Nominees, please complete the following information to support your nomination. The following answers will be made publicly available if an election is required, to help members decide on their vote.

|  |  |
| --- | --- |
| **What involvement have you had in the Neighbourhood House sector?**  Word limit: 150 |  |
| **What other activities have you been involved with which would be relevant to being a Board Member?**  Word limit: 150 |  |
| **What particular skills, knowledge or attitudes would you bring to the Board?**  Word limit: 150 |  |
| **CANDIDATE STATEMENT:**  **Why do you believe you should be elected to the Board?**  Word limit: 150 |  |

Submitting your application

**Email your application to** [**brittany@nhvic.org.au**](mailto:brittany@nhvic.org.au) **by Thursday 25 September 2025, 11.59pm.**

**Meet the Candidates session**

If an election is required, we will be hosting a Meet the Candidates session on **Tuesday 30 September at 10am**, where members will get the opportunity to hear from candidates about their motivations for joining the Board. Please keep this date free.