Information

for Prospective Board Members

The LESNW's ***Governance Standing Committee*** is seeking nominations for ***Independent*** Board positions as well as encouraging Principals and Directors to consider nominating for election as an ***Educational Leader*** Board Member and for eligible persons to nominate for election as an ***Internal*** Board Member. Descriptions of these positions are below.

LESNW

LESNW is a successful and highly regarded organisation, with a long history. It is an agency of the Lutheran Church of Australia, SA-NT District and Lutheran Church of Australia WA District and has links with the Lutheran Church and Lutheran Education in other districts and regions across Australia.

42 education facilities (learning communities) make up LESNW, educating 15,000 students and employing over 2,000 staff. LESNW represents and works in partnership with these learning communities, that include co-educational schools, early learning centres, kindergartens and child care centres.

LESNW is a not-for-profit association and the objects of the Association include to:

(a) manage and administer an association of Members in South Australia, Northern Territory and Western Australia as agencies of the Lutheran Church and Christian education;

(b) uphold and safeguard the confessional teachings of the Lutheran Church, especially as these relate to the nature, purpose and program of Members;

(c) administer funds on behalf of the Members;

(d) manage government funding to Members and act as liaison with government funding authorities.

Full details of the objects are contained in the constitution (Rule 4).

LESNW has a regional office of 15 staff, headed by an Executive Director. The Executive Director is accountable to the Association and the Board through the chairperson. Employees of the regional office are accountable to the Executive Director and work in areas including Education, Spiritual & Cultural Leadership, Finance, Strategic Leadership and Strategic Planning. The LESNW regional office works closely with member learning communities.

The Board

The Board will comprise of a minimum of seven (7) and a maximum of ten (10) Board Members, as follows:

(1) **up to four (4) Independent Board Members**; (These will be people, appointed by the Board to serve it through the skills and capabilities we need. They may be directly associated with (but not

employed by) one (or more) of our Learning Communities, or they may not. Skills/expertise in: strategy, policy, financial, risk, legal, marketing, commerce)

(2) **up to two (2) Internal Board Members;** (These will be people currently serving on councils/boards of our Learning Communities and ideally will hold skills, as above, that will serve our board.) They will be elected by the Association.

(3) **up to two (2) Educational Leader Board Members**; (These will be current serving Principals/Directors nominated by Learning Communities) They will be elected by the Association.

4) **one (1) Pastor Board Member**; (appointed by the LCA SA/NT District Church Council)

(5) t**he Executive Director** who will be an ex-officio, non-voting Board Member.

Internal Board Members and Educational Leader Board Members must be confirmed and communing members of the Lutheran Church.

A majority of the total Board membership must be confirmed and communing members of the Lutheran Church.

A Board member's Term of Office is three years. Half of the Independent, Internal and Educational Leader Board members may nominate for re-election or re-appointment for a second consecutive Term.

Board members serve as volunteers. Financial remuneration for costs associated with a Board member's volunteering role will be negotiated on an ongoing basis.

Expectations for Board membership

LESNW Board Members must support the Objects or purposes of the Association as set out in rule 4 of the attached Constitution and act in the best interests of the Association.

Board members must also declare any financial, business or other interests that might present a conflict of interest, or appearance of such a conflict if appointed or elected to the Board.

Board members must be willing to undertake criminal history and child protection checks, with any cost to be met by LESNW.

In addition, the Governance Standing Committee seeks Board members who:

1. Have the ability to reflect the principles, values and commitments of LESNW

2. Understand corporate governance and the fiduciary duties, roles and responsibilities of a Board;

3. Commit to regular attendance at Board meetings and to full preparedness and willingness to contribute to meeting content;

4. Have the capability to access electronic information via the Internet

This year the Governance Committee is seeking nominees who also possess specific skills and experience in the following areas:

- Financial / Risk Management
- Education
- Strategic Planning
- Corporate Governance
- Marketing and communications

The Board will meet together for the dispatch of business at least five (5) times per calendar year, at a time and place as determined by the chairperson.

Board members will be expected to participate in Induction within one month of their appointment to the Board. The induction will include access to key relevant documents, policies and procedures, a meeting with the Executive Director and Chair of the Board and a tour of the regional office.

What next?

If you decide to proceed with submitting a nomination, please complete the application form below.

Independent Board Members will be appointed by the Governance Committee, and elections for Internal and Educational Leader Board Members will be conducted at the Annual General Meeting, at which the new Board will be announced and welcomed.

Rule 18 of the constitution outlines the process for nominations, appointment and elections of Board Members. If you have any questions about your nomination, please contact the Chair of the Board, Paul Bert (Ph. 0437 329 217 E: paul.bert@elders.com.au) or Executive Director, Craig Fielke (Ph: 8267 8401 E: director@lesnw.edu.au).

Paul Bert
LESNW Board Chair

On behalf of the LESNW Board Governance Standing Committee

Board Nomination Form

[Internal and Educational Leader Members]

Name of Board Nominee	
Please list any educational qualifications you hold	
Employer or Business or Learning Community	
Role / Position	
Preferred Phone	
Preferred Email	
Links to any Lutheran Learning Community (if any)	
Board Membership type	☐ **Internal Board Member** An Internal Board Member is a Board Member that is a Representative of or an officer of a Member but not an employee of a Member (e.g. a governing council member). They are elected by the Association. ☐ **Educational Leader Board Member** An Educational Leader Board Member is a Board Member that is an employee of a Member in an executive role (e.g. a principal or director). They are elected by the Association.

Church Membership (required)

Please insert name of the congregation where you are a member	
Location (town or suburb) of your congregation	
Pastor's name	

Areas of Knowledge and Experience Please check all that apply

☐ Risk Management	☐ Education	☐
☐ Financial Management	☐ Human Resources	☐
☐ Strategic Planning	☐ Law	☐
☐ Corporate Governance	☐ Government Relations	☐
☐ Policy Management	☐ Project Management	☐ Other ……

Service to Organisations

Please list any relevant organisation or civic club where you currently serve on the board of directors, volunteer on a regular basis or are a member, or have been involved with in the past five years.	
Organization	**Dates Active**

Please tell us why you're interested in serving on the Board

Skills, Knowledge, Experience

Please list your skills, knowledge and experience to support your Board nomination.

Signature of Nominee:…… Date: ……..

Nominations are to be supported by <u>two Members</u> (Learning Communities)

Mover: I support the nomination as specified above.

Name of Member (learning community):

……..……

Signature of Member:…… Position: ……..……..

Date: ……

Seconder: I support the nomination as specified above.

Name of Member (learning community):

……..……

Signature of Member:…… Position: ……..……..

Date: ……

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Board Nomination Form

[Independent Board Members]

Name of Board Nominee	
Please list any educational qualifications you hold	
Employer or Business or Learning Community	
Role / Position	
Preferred Phone	
Preferred Email	
Links to any Lutheran Learning Community (if any)	
Board Membership type	☐ **Independent Board Member** An Independent Board Member is a Board Member that is not employed by, a Representative of, or an officer of a Member. They are appointed by the Board.

Church Membership (if applicable)

Please insert name of the congregation where you are a member	
Location (town or suburb) of your congregation	
Pastor's name	

Areas of Knowledge and Experience Please check all that apply

☐ Risk Management	☐ Education	☐
☐ Financial Management	☐ Human Resources	☐
☐ Strategic Planning	☐ Law	☐
☐ Corporate Governance	☐ Government Relations	☐
☐ Policy Management	☐ Project Management	☐ Other ……

Service to Organisations

Please list any relevant organisation or civic club where you currently serve on the board of directors, volunteer on a regular basis or are a member, or have been involved with in the past five years.

Organization	**Dates Active**

Please tell us why you're interested in serving on the Board
Skills, Knowledge, Experience Please list your skills, knowledge and experience to support your Board nomination.

Signature of Nominee:…… Date: ……..

Nominations are to be supported by a LESNW Member (Learning Community)

OR a current serving LESNW Board Member

Mover: I support the nomination as specified above.

Name of Member (learning community) or Name of LESNW Board Member

……..……

Signature of Member:…… Position: ……..

Date: ……

Please email to the Association Secretary at lesnw@lesnw.edu.au .