

Australian
Institute of
Company
Directors

FOUNDATION PARTNER

 **Griffith** UNIVERSITY
Griffith Business School
Queensland, Australia

SUPPORTING PARTNER



Develop your ability to contribute at board level

Aspiring Indigenous Director Program 2020

Aspiring Indigenous Director Program 2020
Expression of Interest form

Suitable for:
Aspiring indigenous directors

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aicd.com.au

Develop your ability to contribute at board level

The Australian Institute of Company Directors is inviting applications for the Aspiring Indigenous Director Program 2020. Suitable for aspiring Indigenous directors, this fully-funded 10-month board-readiness program is designed to develop a cohort of Indigenous directors, ready to contribute to both Indigenous and non-Indigenous boards across Australia.

The program includes structured learning sessions, workshops and monthly discussions guided by an experienced director. Participants will share perspectives and knowledge, and gain practical guidance on boardroom issues, while building their professional skills as a director. No prior director experience is required.

Selection criteria

To be eligible for the program, you must:

- Identify as an Aboriginal or Torres Strait Island person
- Be an Australian citizen residing in Queensland
- Be a director, aspiring director or leader of an organisation or community group
- Have the ability and desire to contribute at board level in the future
- Outline the benefits of completing the program for you, your organisation and/or your community
- Provide a professional reference or letter of support from your current organisation.

Program inclusions

The program is provided free of charge to approved applicants and includes:

- Three day 'Governance Foundations' course, 27 to 28 February and 29 April 2020
- Monthly, two-hour peer mentoring forums facilitated by an experienced director, running from March-October 2020

(dates to be confirmed)

- One day 'Finding Board Positions' workshop, 27 October 2020
- Board Networking evening, 26 November 2020
- 12 month Affiliate membership of the Australian Institute of Company Directors

Expressions of interest

To be considered for this program, complete the attached expression of interest form and submit either by mail or email, by **Friday 31 January 2020**.

Australian Institute of Company Directors
GPO Box 73, Brisbane QLD 4001

e: qldevents@aicd.com.au

Successful applicants will be advised via email by Thursday 6 February 2020 and must be available to commence the program on Thursday 27 February 2020.

For further enquiries

t: 07 3222 5500

e: qld@aicd.com.au

About you

Title: _____

Name: _____

Gender: _____

Telephone: _____ Email: _____

Postal address: _____

Current Position: _____ Organisation: _____

Your background

Do you identify as an Aboriginal or Torres Strait Island person? Yes No

Are you an Australian citizen? Yes No

Education and qualifications

Please list any education or academic qualifications including year of completion, including any governance courses

Work experience

Please describe your most senior or relevant business, community and/or director roles including the length of time in each role.

Have you included a recent copy of your CV? Yes No

Have you included a professional reference or letter of support? Yes No

Do you wish to apply for a travel subsidy? Yes No

Applicants who live more than 200km from Brisbane GPO may apply for a travel subsidy to assist with their travel and accommodation costs for attendance at key dates during the program (see Terms and Conditions)

Your interest in this program

What interests you about this program?

Please describe your background or interest in governance and your motivation to complete this program.

What are your career aspirations and how will this program assist you in achieving those aspirations?

Please describe the benefits you believe you would receive as an individual from completing this program, what you hope to achieve long-term in your career and how this program will assist you.

How will this program help you contribute to your organisation and/or the community?

Please comment on how completing this program will help you make a more valuable contribution to the governance of your organisation and/or have a lasting, positive impact to the economy or community.

Other Achievements

Please provide details of any other achievements, appointments, awards etc.

Terms and Conditions

1. Introduction

1.1 By submitting your expression of interest for the Aspiring Indigenous Directors Program (the Program) outlined on this form, you are deemed to have accepted these Terms and Conditions.

2. Program Details

- 2.1 The Program will be held at Level 9, 123 Eagle Street, Brisbane (AICD) and via teleconference, as appropriate
- 2.2 The Program will run from February to November 2020.
- 2.3 A maximum of 15 participants will be accepted into the Program.
- 2.4 Participation is free of charge to approved applicants. The estimated value of the program is \$3,500 per person.
- 2.5 Unless a travel subsidy is approved, the Program does not cover travel expenses, accommodation, meals, allowances or any other expenses.

3. Selection Criteria

To be eligible to apply for the Program, you must at the time of application and throughout the duration of the Program if successful, be an individual who:

- 3.1 Has not been disqualified from being a director of a corporation or its equivalent;
- 3.2 Is able to provide supporting documentation in respect of any responses submitted on the application form, and/or any verification required by the AICD in respect of your application;
- 3.3 Identifies as Aboriginal or Torres Strait Island person;
- 3.4 Is an Australian citizen residing in Queensland;
- 3.5 Is a director, aspiring director or leader of an organisation or community group;
- 3.6 Desires to contribute as a director in the future;
- 3.7 Is able to demonstrate individual, organisational and community benefits from undertaking this program;
- 3.8 Is able to provide a professional reference or letter of support from your current organisation;
- 3.9 Is available to attend the program during February to November 2020.

4. Expression of Interest Submission

- 4.1 Expressions of interest must be submitted by the process outlined in this form. Any expressions of interest received after the closing date will not be considered.
- 4.2 The information provided on this form must be true and accurate as at the time of submission.

5. Selection Process

- 5.1 Subject to meeting the Selection Criteria, all expressions of interest will be reviewed and considered by the selection committee. Selection committee members will refrain from assessing any expressions of interest where there is a conflict of interest.
- 5.2 The selection committee may in its absolute discretion decide not to approve any of the applicants if it considers that there are no applicants or not enough applicants who satisfy the Selection Criteria.
- 5.3 Any decision of the selection committee is final.
- 5.4 A maximum of 15 applicants will be accepted for the 2020 program.

6. Outcome

- 6.1 Successful applicants will be notified via email within two weeks of the closing date or any other such timeframe the selection committee advises.
- 6.2 Each successful applicant must:
 - 6.2.1 Comply with any AICD policies and procedures applicable to course participants as issued by the AICD from time to time;
 - 6.2.2 Comply with any additional requirements as described in the Program materials.
- 6.3 Acceptance into the Program is not transferable or exchangeable for other AICD products, programs or services, and cannot be redeemed for cash.
- 6.4 Participation in the Program is forfeited if the successful applicant does not attend the program on the advised dates.

7. Use of materials

- 7.1 Materials and content made available to program participants are subject to copyright and other rights owned by AICD or its licensors. All such material is protected by the Copyright Act 1968 (Cth) and other international copyright and intellectual property laws.
- 7.2 Program participants may only use the materials and content for their own private non-commercial use. No part of the materials and content covered by copyright should be copied, reproduced, modified, distributed, transmitted, or republished in any form or by any means without the written permission of the AICD.

8. Breach of Terms and Conditions

8.1 If a program participant fails to comply with these Terms and Conditions, the AICD may in its sole discretion, require the participant to reimburse the AICD for any reasonable expenses in connection with participation in the Program.

9. Program changes by the AICD

9.1 AICD reserves the right to substitute or vary any aspect of the Program in its sole discretion.

9.2 If the AICD is required to cancel or vary Program content or logistics due to circumstances outside its control, unless required by an applicable law, the AICD will not be responsible for any direct or indirect costs or losses incurred by participants in any circumstances and participants are strongly encouraged to take this into account when booking travel or other arrangements.

10. Travel Subsidy

10.1 Applicants who live more than 200km from Brisbane GPO may apply for a travel subsidy to assist with their travel and accommodation costs for attendance at key dates during the program.

10.2 All travel bookings associated with the program must be arranged by AICD's travel agent.

10.3 The travel subsidy will cover travel expenses up to a maximum of \$3,000 per program participant.

10.4 Allowable travel expenses are return economy-class flights (or equivalent mileage costs) to Brisbane to attend the Foundations Course, Finding Board Positions workshop and networking evening plus associated accommodation and taxi costs for those events.

10.5 Reimbursement of any travel expenses will ultimately be at the discretion of the AICD and according to the AICD's Expenses and Travel Policy.

Privacy

By submitting this form, you acknowledge that you have read and understood the AICD Privacy Policy available at aicd.com.au/global/privacy and agree with and consent to the practices described in that Privacy Policy.

Disclaimer

All details were correct at the time of printing. We reserve the right to make changes to the Program without notice and where necessary. Australian Institute of Company Directors ABN 11 008 484 197.

Consent and declaration

I hereby declare and certify that the information provided in this application is true and correct and that I am not aware of any circumstances which may affect my application other than those I have disclosed in writing as part of my application. I agree to the Australian Institute of Company Directors making any enquiries it considers appropriate in relation to my application and using information obtained as a result of those enquiries and the information provided by me and considering my application. Those enquiries may include anything relevant to assess whether I am a fit and proper person, including relevant criminal history, information from public sources (including bankruptcy) and checks with people I have had dealings with in my current and previous roles. I understand that I may be asked to provide further information or consents in relation to those enquiries.

Signature:

Date:

We are unable to process this form without the declaration being signed and dated.

For more information

AICD QLD Division
GPO Box 73, Brisbane QLD 4001

t: 07 3222 5500

e: qldevents@aicd.com.au

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