

**CALL FOR NOMINATIONS**  
**ELECTED BOARD MEMBERS FOR 2021/22 & 2022/23**

**The Western Australian Swimming Association (SWA) is seeking nominations from interested and suitably qualified individuals to fill two (2) Elected positions that will become available at the Annual General Meeting (AGM) scheduled to be held on Saturday 9 October 2021.**

To ensure that the Board has the right balance of skills to effectively lead the organisation into the future, SWA is seeking nominations from individuals with a range of qualifications, skills and experience, as outlined in the attached position description. It is also desirable for the Board to encompass diversity in aspects from gender, age, background and perspectives.

SWA is committed to gender diversity within all levels of the sport in Western Australia, including a balanced representation of gender within its leadership.

**Females interested in a unique opportunity to contribute at a strategic level are strongly encouraged to nominate for the vacant Board positions.**

**HOW TO NOMINATE:**

Nominations for the position of Elected Board Member need to be:

- 1) In writing on the attached nomination form;
- 2) Signed by two (2) current individual members of the Association;
- 3) Signed by the nominee certifying their willingness to accept the nomination, and
- 4) Delivered in person or electronically to the Chief Executive Officer of SWA at the below address, before **5:00pm Friday 17<sup>th</sup> September 2021.**

**By email to:**

Chief Executive Officer

[Sophie.row@wa.swimming.org.au](mailto:Sophie.row@wa.swimming.org.au)

**Or in person at:**

Swimming WA, Level 1, Beatty Park Leisure Centre

Cnr. Vincent and Morriston Streets, North Perth WA 6006

During Office Hours: 9:00am to 4:30pm Monday to Friday

For more information, please contact Sophie Row, Chief Executive Officer on 08 9328 4599 or

[Sophie.row@wa.swimming.org.au](mailto:Sophie.row@wa.swimming.org.au)

## PURPOSE OF THE POSITION

The Western Australian Swimming Association (**SWA**) is in search of experienced candidates for positions as elected Board members, with skills that align with the Strategic direction of the organisation and complement the skill set of the current Board.

Board members contribute to the overall governance activities of the Board, including providing input on the matters of corporate strategy, policy formulation and implementation, Chief Executive Officer performance, as well as oversight of the financial performance, risk management and compliance. The Board plays an important role in the continued progression, improvement, and growth of the sport in WA.

## ABOUT SWIMMING WA

As the State governing body for the sport, SWA has a clear vision – to ensure swimming is an essential part of the Western Australian way of life. While we are proud of our standing as Australia’s most successful Olympic sport, we have a bold strategic plan to ensure future success.

Swimming has always held a special place in the lives of Australians. Our outdoors lifestyle dictates the ability to swim and enjoy the water is an essential part of life, but equally, the opportunity for all Aussies to be involved in a safe, inclusive sport, enjoying all the benefits that participation brings, is also critical to the health and wellbeing of our country.

With 4.5 million Australians who swim regularly, swimming is Australia’s largest participation sport. The Swimming WA network encompasses almost 80 clubs and 12,760 registered members. Our Members include swimmers, coaches, officials, administrators, volunteers and parents of swimmers

## ACCOUNTABILITIES

As a SWA Board member, you will be expected to participate as a member of the Board in:

- Ensuring effective governance of the Association;
- Formulation of the organisation’s Strategic direction;
- Reviewing, approving and monitoring the Strategic Plan and yearly Budget;
- Monitoring and assessing performance of the Association;
- Development of Board policies;
- Ensuring compliance with the legal requirements;
- Monitoring of risks facing the organisation;
- Monitoring the performance of the Chief Executive Officer;
- Involvement with Board Committees;
- Identifying skills required by the Board and considering potential candidates;
- Attending all Board meetings called during the year unless prevented by exceptional circumstance;
- Attending the Annual General Meeting and other Special General Meetings as

PRINCIPAL PARTNER

HANCOCK PROSPECTING PTY LTD

## QUALIFICATIONS AND/OR EXPERIENCE

The SWA Board, in consultation with the SWA Nominations Committee, is calling for nominations from candidates who may address the following criteria:

- Female gender in order to fulfill the gender diversity requirement of DLGSCI;
- Knowledge and experience of risk management; or
- Knowledge and experience of legal or regulatory practices; or
- Knowledge and experience of Government relations; or
- Knowledge and experience of IT; or
- Knowledge and experience of financial management (CA or CPA qualified); or
- Knowledge and experience of marketing and/or public relations; or
- Knowledge and experience of human resource management and/or Industrial Relations.

## CONDITIONS

- Nominees must be over 18 years of age;
- Nominees for Elected positions on the Board must declare any position they hold in an Affiliated Club, including as an office bearer, director or a paid appointee;
- Nominees must complete the Board Nominations Form provided by SWA and submit to the Chief Executive Officer by the advertised closing date;
- Elected Board Members must declare their interest in any contractual, selection, disciplinary or other matter in which a conflict of interest arises or may arise and will absent themselves from discussions of that matter and will not be entitled to vote in respect of that matter;
- All Elected Board Members hold office for a two-year term and may serve a maximum of ten (10) years;
- All nomination forms must be signed by two (2) members of the Association;
- In compliance with current legislation, all candidates elected to the Board will be asked to provide a Working with Children check (**WWC**). If exempt from the WWC check, candidates may be required to apply for a National Police Clearance for Volunteers. Your nomination to the Board indicates acceptance of this condition;
- Ability to attend monthly Board meetings on the third Thursday of each month commencing at 6pm at the SWA Head Office.

**NOMINATION FORM – ELECTED BOARD MEMBER**

Name of Nominee	
Address	
Contact Number	
Email Address	

SWA Membership	YES		NO	
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**MEMBERS SIGNATURES**

All nominations must be signed by two (2) individual members of the Association:

Member to Sign		Member to Sign	
Name		Name	
Signature		Signature	
SWA Member No.		SWA Member No.	

Nominations must be received prior to **5:00pm Friday, 17<sup>th</sup> September 2021.**

**By email to:**

Chief Executive Officer

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**NOMINEES INFORMATION**

**In a total of 500 words or less, please summarise your skills, experience and qualifications on how you meet the required skill sets.**

**In 100 words or less, please summarise any other skill sets, experience and qualifications that contribute to the role on the SWA Board.**

**PERSONAL STATEMENT: In 100 words or less, please provide details of why you are applying for this role on the SWA Board, what has prompted you to nominate for the Board and what you feel you can contribute.**

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**NOMINEE AGREEMENT AND CONSENT**

I, \_\_\_\_\_ (the nominee) by signing the below, confirm that I am willing to accept this nomination and I have read, understood and accept the conditions as detailed in this nomination form.

<b>Signed</b>	
<b>Print Name</b>	
<b>Date</b>	

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