Contact details

Contact Details

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Click or tap here to enter text. | | |
| Residential Address | Click or tap here to enter text. | | |
| Postal Address  (if different) | Click or tap here to enter text. | | |
| Email | Click or tap here to enter text. | | |
| Mobile Phone | Click or tap here to enter text. | | |
| Current Employer | Click or tap here to enter text. | | |
| Date of Birth | Click or tap to enter a date. | | |
| Do you identify as? | ……First Nations | Culturally and Linguistically Diverse | Living With a Disability |

Nomination for Board of Directors for PP&VA Ltd

I, \_Click or tap here to enter text.\_ *(name)* nominate to be a member of the Board of Directors of Penrith Performing & Visual Arts Ltd for 2021-2025 to be appointed by Penrith City Council with a term effective from the Annual General Meeting to be held on Tuesday 26 October 2021.

My preference is to be appointed for (please indicate):

two years

four years

Selection criteria

The following questions offer opportunity to address the selection criteria:

1. Previous experience as a director or member of a not-for-profit, arts-related, or community organisation.
2. Experience or knowledge of the arts and culture sector.
3. Experience or knowledge of broad public policy and/ or understanding of government legislation/ legislative process
4. Proven leadership skills
5. Demonstration communication, interpersonal and people skills
6. Understanding of the roles and responsibilities of a board
7. Qualifications in one of the following disciplines:
   1. Arts Management or Practice
   2. Accounting
   3. Finance
   4. Law
   5. Marketing
   6. Information Technology
   7. Public Relations
   8. Risk Management
   9. Human Resource Management
   10. Senior Management
   11. Strategic Planning

Nominees are encouraged to reference their understanding of Western Sydney and the Penrith region community context.

**Experience**

Please identify your previous board and or/ community role(s) and outline the key contributions that you made.

Click or tap here to enter text.

Contribution

What areas do you feel you can make the most significant contribution to, at PP&VA?

Click or tap here to enter text.

Arts and Culture

What is your experience of the arts and cultural sector and what do you expect to get out of your involvement in an arts organisation?

Click or tap here to enter text.

Please describe your reasons for nominating to the PP&VA Board:

Click or tap here to enter text.

Personal Bio

Please provide a short biography (up to 250 words).

Click or tap here to enter text.

**Please include a current CV with your application, an email attachment is preferred.**

**Self-assessment**

A range of skills are essential to the PP&VA Board’s performance.

Potential and current Board Directors are **not** expected to have all the knowledge and skills listed. Rather, they are assessed on their ability to contribute to a balanced and diverse skills-based Board.

Local and community knowledge are valued highly as important contributions.

As part of the nomination process PP&VA asks that you rate your knowledge, experience and skills in the table on the next page.

SELF ASSESSMENT RATING DEFINITIONS Explained

**EXPERT**

Supported with demonstrated, significant professional experience or extensive, practical volunteer experience in the area, and/or relevant qualification/s.

**HIGH**

Supported with demonstrated, professional experience or significant, practical volunteer experience in the area and/or relevant qualification/s.

**MEDIUM**

Supported with demonstrated practical experience in the area.

**LOW**

Limited practical experience in the area.

**NONE**

Awareness only with no practical experience and little or no knowledge or skill in the area.

Please note: It is expected that you provide information and/or verification, within your supporting documentation (such as your resume or CV), of knowledge, experience and skills that you assess as **HIGH** or **EXPERT**.

Additional documentation may be attached (but is not a requirement) such as a letter of recommendation from your employer, community group or similar.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Expert** | **High** | **Medium** | **Low** | **None** |
| Arts Management |  |  |  |  |  |
| Arts Practice |  |  |  |  |  |
| Finance |  |  |  |  |  |
| Accounting |  |  |  |  |  |
| Legal |  |  |  |  |  |
| Marketing |  |  |  |  |  |
| Information Technology |  |  |  |  |  |
| Public Relations |  |  |  |  |  |
| Risk Management |  |  |  |  |  |
| Human Resources |  |  |  |  |  |
| Senior Management |  |  |  |  |  |
| Strategic Planning |  |  |  |  |  |
| Fundraising |  |  |  |  |  |
| Governance/Policy |  |  |  |  |  |
| Retail/Hospitality |  |  |  |  |  |
| Community |  |  |  |  |  |
| Education |  |  |  |  |  |
| Planning/Infrastructure |  |  |  |  |  |
| Social Services |  |  |  |  |  |
| Other – Please specify  Click or tap here to enter text. |  |  |  |  |  |

Submission checklist

Before submitting your application, please ensure that you have completed/attached the following documentation:

|  |  |
| --- | --- |
|  | NOMINATION FORM – including:   * Completed contact details * Short Biography, * Selection Criteria statements * Skills Self-Assessment |
|  | CURRENT RESUME/CV - including two contactable referees |
|  | PREFERENCE FOR EITHER TWO (2) or FOUR (4) YEAR TERM |
|  | Any DOCUMENTATION to further support high level self-assessment assertions |

Enquiries

If you have any questions, require further information or details please contact PP&VA CEO Hania Radvan on mobile 0437 499 514 or email [hania.radvan@penrith.city](mailto:hania.radvan@penrith.city?subject=Board%20enquiry)

Lodgement

Please return the completed form on or before the advertised closing date:

By email to

[legal@penrith.city](mailto:legal@penrith.city?subject=PP&VA%20Board%20Nomination) (please include *PP&VA Board Nomination* in the subject line)