



OFFICE USE ONLY:  
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Bowls SA

## BOARD NOMINATION FORM 2019

### Nomination Proper

We wish to nominate \_\_\_\_\_ for a position on the Bowls SA Board.

Name of proposer: \_\_\_\_\_

Member Club: \_\_\_\_\_

Signature of proposer: \_\_\_\_\_

Name of seconder: \_\_\_\_\_

Member Club: \_\_\_\_\_

Signature of seconder: \_\_\_\_\_

I am prepared to stand as a member of the Bowls SA Board

Nominee's signature: \_\_\_\_\_

Member Club: \_\_\_\_\_

Date: \_\_\_ / \_\_\_ /19

### Details of Nominee (for information of Bowls SA Chief Executive Officer only)

Name: \_\_\_\_\_

Member Club: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ P/Code \_\_\_\_\_

Home phone no: \_\_\_\_\_ Work phone no: (if applicable) \_\_\_\_\_

Mobile no: \_\_\_\_\_

Email address: \_\_\_\_\_

## BOARD NOMINATION FORM 2019

Please insert a “soft copy” photograph of yourself here.

Name: \_\_\_\_\_

Member Club: \_\_\_\_\_

*\*Please be advised that the information provided will be distributed to the Membership*

**Sports administration and playing background:**

**Reasons for seeking Board nomination and interest in the role generally (no more than 200 words):**

**Please insert your highest level of education and any other relevant qualifications:**

## Closing Date and Submission Notes for Applications

**Closing Date: 5pm on Saturday, 10 August, 2019 with Chief Executive Officer, Bowls SA**

Please send completed application forms to:

Office Address                      Chief Executive Officer  
Bowls SA  
583A Anzac Highway  
Glenelg North 5045

Or

Postal Address:                      Chief Executive Officer  
Bowls SA  
583A Anzac Highway  
Glenelg North 5045

*For more information or advice concerning this nomination form, please contact Bowls SA through the following channels:*

*By Phone:            08 8234 7544*

*Email:                reception@bowlssa.com.au*

## Appendix

### **Information for members interested in nominating for a Board position**

#### **1. Board responsibilities**

The main point to impress on Board members is to regard your role on the Bowls SA Board with the same **seriousness** as a position on a commercial Board. You have the same responsibilities, albeit to a smaller organisation and with somewhat less scrutiny than a multi-national company, however, with no less attention to care and diligence in all matters relating to the Board.

Board members must exercise their power and discharge of duties in **good faith** in the best interests of the organisation, and for a proper purpose. This means, in a clearer language, to do what you expect anyone else to reasonably do in your place by paying attention to the matters being discussed at Board meetings, reading the papers carefully prior to the meeting and asking about anything you do not understand or seems out of place. If you have a material personal interest in the matter, you must declare your conflict of interest, abstain from voting on the matter and ask that the abstention be recorded in the minutes.

We encourage and expect Board members to make judgmental decisions based on the facts presented. If the Board member attends meetings regularly, ensure good financial reporting practices are in place, defines situations where current policies are deficient, understands the Board's core work and keeps abreast of all governance issues etc, then rational decisions should have been made and a duty of care, appropriately taken.

As Board members come from different backgrounds, it is imperative that you always act in the interests of the organisation as a whole and not try to gain an advantage for yourself or a colleague as a consequence of being a Board member.

The Board is the primary link between the organisation and the broader Bowls community, in particular our affiliated clubs. The staff members assist in strengthening this link.

The Board represents the interests of Bowls SA and is the key body in seeking stakeholder views on all matters of relevance to the organisation.

The Board supports and upholds the rights of all of our clubs in being regarded as an important part of the social and competitive fabric of Bowls and being able to compete on an even playing field with other community clubs, no matter which sport.

## **2. Time commitment**

Board meetings are held on a Monday, beginning at 12:30pm and lasting for approximately two hours. As well, Board members are encouraged to attend other meetings as required.

Board papers are distributed during the week prior to each meeting and would reasonably require 30 to 60 minutes of reading time, depending on the size of the meeting's agenda.

## **3. Meetings schedule**

There are a minimum of 6 Board meetings held per year.