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Permanent Care and Adoptive Families Inc.

Suite 6, Level 1, 69-71 Rosstown Road, Carnegie, Victoria, 3163

**T**: 03 9020 1833 **E**: info@pcafamilies.org.au

**W**: [www.pcafamilies.org.au](http://www.pcafamilies.org.au)

**ABN** 50 562 164 576

**Nomination Form for Board Directors to be elected at 2024 Annual General Meeting**

|  |  |
| --- | --- |
| **Name of Nominee:** |  |
| **Address:** |  |
| **Tel No:** |  |
| **Email:** |  |

|  |
| --- |
| **Position Nominating For** |
| I meet the criteria set out in Sections 1.6 and 1.7 of the PCA Families Board Composition Policy for Close personal or family connection to adoption or permanent care.☐ Yes☐  No If yes, please describe why you meet the criteria \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Biographical Statement for Nomination** |
| Please provide a short biographical statement which will be provided to the Board and members indicating how your motivation, skills and experiences can benefit PCA Families should you be elected to the Board. If applicable, please attach a CV. |
|   |

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Nominations must be endorsed by a PCA Families member other than the nominee.

|  |  |
| --- | --- |
| **Nominated by:** |  |
| **Tel No:** |  |
| **Email:** |  |
| **Signature**  |  |

Please confirm:

1. I consent for my name and details to be provided for nomination to the PCA Families Board and members:
2. I am not disqualified from managing a corporation under the Corporations Act, nor from being a Responsible Person under the Australian Charities and Not-for-profit Commission Act

|  |  |
| --- | --- |
| **Signed:** |  |
| **Date:** |  |

**Please return to: secretary@pcafamilies.org.au by Wednesday September 11, 2024**

 **Please note that this nomination will be invalid
unless this form has been fully completed.**

**Relevant information for the role includes:**

* [Director position description](https://www.pcafamilies.org.au/images/Director_Position_Description_13082024_Final.pdf)
* [Constitution](file:///C%3A%5CUsers%5CDeborahHunt%5CPCAF%5CPCAF%20Board%20Share%20-%20Documents%5CBoard%5C8.%20other%20key%20documents%5C20210224_Permanent%20Care%20and%20Adoptive%20Families%20Inc.%20constitution.pdf)
* [Board Charter](https://www.pcafamilies.org.au/images/Board_Charter_Final_August_2022.pdf)
* [Board Composition Policy](file:///C%3A%5CUsers%5CDeborahHunt%5CPCAF%5CPCAF%20Board%20Share%20-%20Documents%5CBoard%5C7.%20Board%20policies%5CBoard%20Composition%20Policy%20June%202022.pdf)
* [Code of Conduct](file:///C%3A%5CUsers%5CDeborahHunt%5CPCAF%5CPCAF%20Board%20Share%20-%20Documents%5CBoard%5C7.%20Board%20policies%5CCode%20of%20conduct%20August%202022%20Final.pdf)
* [Conflict of Interest Policy](https://www.pcafamilies.org.au/images/Conflicts_of_interest_Policy_August_2022_Final.pdf)

 All documents can be found <https://www.pcafamilies.org.au/about/governance>

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