

Board vacancy

Call for expressions of interest



Established in 1962, Hartley Lifecare (Hartley) is a Canberra-based not-for-profit organisation providing supported accommodation, respite care and other supports to people with disability. Originally established to provide a learning facility and therapy support service for children and adults, Hartley has grown extensively to support over 80 clients in 33 homes across the ACT.

Over the last six decades, families have grown to rely on and trust Hartley to deliver high quality, person centred support. This is reinforced by our family governance approach and a strong connection to the people who form part of our organisation - our clients, their families, our Board, staff, volunteers and the local community.

Over the last few years Hartley has experienced solid growth due to taking over government run group homes and expanding services with the roll out of the National Disability Insurance Scheme (NDIS). Hartley is in a strong financial position and is able to fund its purpose and projects according to our 2017 to 2020 strategic plan (attached).

Hartley Lifecare has a voluntary Board of Management which consists of people with a wide range of experience including; disability and other community services, business and public administration.

In accordance to article 10 of the *Rules* of Hartley, the Board consists of ten (10) voting members:

- Five (5) of which are 'appointed members' who are appointed by the Chair for a period of four(4) years; *and*
- Five (5) of which are 'elected members' who are appointed for a period of two (2) years via an election process which is held at the Annual General Meeting:
 - Four(4) elected members will be general society members; *and*
 - One (1) elected member will be a client representative.

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Expressions of interest are now invited from suitably qualified and/or experienced people to join Hartley's Board of Directors as an 'appointed member'.

Currently there are two (2) vacant 'appointed' positions on the Board.

The Board of directors is currently looking for people who have strong expertise and/or experience in the areas of **finance** and/or **marketing**.

Commitment: The Board of Directors meet a minimum of five (5) times per year usually on a Wednesday night from 6 pm to 7:30 pm. At times, Board subcommittees are formed and these Directors will meet usually the week prior to the Board meeting to discuss the strategic direction of specific project / issues and report back to the Board. The current vacant positions are four (4) year terms.

To be eligible for consideration for an 'appointed position' on the Hartley Board a person must Complete an *Expression of interest* form (refer page 2 of this document), attach current *curriculum vitae*. A person would also need to become a member of Hartley in the event that they were offered appointment.

For enquiries please email or call the Chair of Hartley Lifecare:

Geoff Leeper
geoff@yarrabeeconsulting.com
0417-684-436

Board vacancy: *Appointed position*

Expressions of interest



1. Candidate's details

Surname		DOB	
Given names			
Known by any other name(s)			
Full Residential Address		Post code	
Email(s)	Phone	Mobile :	
		Business :	
		Home :	

2. Please attach a brief summary of the reason(s) why you would like to join the Hartley Board of Directors including the skills you would be able to contribute as a Director of Hartley Lifecare.

3. Brief summary attached: Yes Curriculum vitae attached Yes

4. Candidate's consent

I acknowledge that there is no material reason why I should not act as a member of the Board. Such reasons may include conviction of an offence involving fraud, dishonesty or bankruptcy and conflict of interest.

If appointed, I fully understand my role in accordance to the [Corporations Act 2001 \(Cth\)](#), and Hartley Lifecare's *Rules*; copies of which can be obtained from Hartley's Administration office.

Where Hartley is obligated to provide my personal information¹, I agree to sharing this information with relevant bodies and within required documents, including but not limited to:

- The Australian Charities and Not for Profits Commission (ACNC)
- Applications for fundraising licenses both in ACT and NSW
- The Office of Regulatory Services
- Grant agencies
- Hartley's Annual Report and other reporting requirements

Candidate's Signature	x	Date	
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Please send completed applications to:

<i>Scanned copy via email:</i> EricThauvette@hartley.org.au	<i>Via post or drop off:</i> Geoff Leeper Chair Hartley Lifecare 6 Hodgson Place PEARCE ACT 2607
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Thank you for your expression of interest.

¹ Hartley Lifecare will endeavour to keep your information confidential and safe at all times. For more information please call Eric Thauvette, CEO, on 6282-4411