# **LogoMonash (Caulfield) Child Care Association**

# **2017/2018 COMMITTEE NOMINATION FORM**

***Please note: this form needs to be completed and returned to the Secretary, either via the office or email, at least 7 days prior to the AGM. If sending via email, original copies may be presented to the Secretary at the AGM.***

**Name of Nominee**………………………………………………………………………………………………………………..

**Position(s) nominating for (tick):**

President □

Vice- President □

Secretary □

Treasurer □

Committee Member (QWG) □

Committee Member (Social) □

Committee Member (general) □

Committee Member (general) □

Committee Member (general) □

Email Address (or alternative address) …………………………………………………………………………………..

Phone Number……………………………………………………………………………………………………………………….

I, (the nominee) accept the terms of my nomination to the MCCC Management Committee (refer to following page).

Signature of Nominee……………………………………………………………………………………………………………..

Signature of Nominator…………………………………………………………………………………………………………..

Signature of second Nominator………………………………………………………………………………………………

**From the Constitution MCCC (updated 2013)**

**The purposes of the Monash (Caulfield) Childcare Association are:**

* To educate and care for the pre-school aged children of the staff and students of Monash University and the surrounding local community
* To support and assist parents and families in their child rearing responsibilities and to assist them in the development of skills and their understanding of early childhood education and care.

**The objectives of the Association shall be:**

* To organise, establish and maintain a Childcare Centre for the education, care and development of pre-school aged children
* To encourage the interest and involvement of parents/families in Centre activities
* To give priority to the more needy situations
* To operate the Centre not for commercial gain but for the wellbeing of the children and the member families.

**Nominations**

* Prior to the election of each position, the Chairperson of the meeting must call for nominations to fill that position.
* An eligible member of the Association may—
  + nominate himself or herself; or
  + with the member's consent, be nominated by another member.
* A member who is nominated for a position and fails to be elected to that position may be nominated for any other position for which an election is yet to be held.

**Meetings of Committee**

* The Committee must meet at least 6 times in each year at the dates, times and places determined by the Committee.
* The date, time and place of the first committee meeting must be determined by the members of the Committee as soon as practicable after the annual general meeting of the Association at which the members of the Committee were elected.

**General Duties**

* As soon as practicable after being elected or appointed to the Committee, each committee member must become familiar with these Rules and the Act.
* The Committee is collectively responsible for ensuring that the Association complies with the Act and that individual members of the Committee comply with these Rules.
* Committee members must exercise their powers and discharge their duties with reasonable care and diligence.
* Committee members must exercise their powers and discharge their duties—
  + in good faith in the best interests of the Association; and
  + for a proper purpose.
* Committee members and former committee members must not make improper use of—
  + their position; or
  + information acquired by virtue of holding their position—
  + so as to gain an advantage for themselves or any other person or to cause detriment to the Association.