Expression of Interest – School or Residential College Board/Council Position

# Uniting Education Schools and Colleges, formerly known as [The Synod Schools and Residential Colleges Commission](http://schoolscommission.ucaqld.com.au/wp-content/uploads/2016/05/UCASchoolsCollegesBrochure-2016.pdf), is the body established by the Uniting Church in Queensland to be the link between the Church and its schools and residential colleges. Its members seek to encourage and support Uniting Church affiliated schools to further the mission of Christ in that context.

A key responsibility of Uniting Education Schools and Colleges is to make appointments to school and residential College boards/councils on behalf of the Synod.

# Applicants for school or residential College boards/councils are asked to please complete the *Competencies Matrix* below by providing evidence of their personal and professional skills, attributes and perspectives and return the document (along with a current resume) to the Operations Advisor at uniting.education@ucaqld.com.au for consideration by Uniting Education Schools and Colleges.

# About Uniting Education Schools and Colleges

# The current By-laws of The Uniting Church in Australia Queensland Synod establish Uniting Education Schools and Colleges as the link between the church and affiliated schools and colleges.

# From the December 2022 revision of the By-laws, the Commission’s role is to:

# (a) foster a relationship and connection between the Schools and Colleges and the wider church (b) engage for the purpose of understanding strategic direction, strategic challenges and growth opportunities

# (c) provide advice to Synod about its strategic directions and opportunities for the growth of the Schools and Colleges network (d) review and assess risks and ensure techniques, procedures and controls are in place to eliminate/mitigate adverse effects on the Uniting Church in Australia or the Schools and Colleges

# (e) provide advice to Synod on these risks including the potential impact on Synod

# (f) ensure effective procedures are in place to achieve compliance with educational, legislative and community requirements

# (g) oversee operational and financial performance of the Schools and Colleges and to advise and collaborate with such Schools and Colleges as may be appropriate

# (h) oversee and report to the SSC on matters which may affect the reputation and culture of the Uniting Church in Australia, or the Schools and Colleges

# (i) strengthen the profile and participation of the Uniting Church in appropriate educational and government forums and networks

# (j) make recommendations to the SSC on amendments to Schools and Colleges’ constitutions or other governing arrangements or collaborations

# (k) oversee the provision of governance training to Uniting Church appointees to School and College boards or councils

# (l) provide advice to and receive information from the Finance, Investment and Property Board (FIPB) on property matters relating to Uniting Church schools and residential colleges

# (m) Appoint board or council members to School and College boards or councils, including the Presbyterian and Methodist Schools Association (PMSA) board, and report such appointments to the SSC on a quarterly basis (in arrears).

# (n) terminate board or council members appointed to School and College boards or councils, including the PMSA board, at the request of the SSC, in accordance with the relevant School or College constitution

# (o) recommend candidates to the SSC for appointment to Uniting Education Schools and Colleges to fill vacancies as they arise.

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# Nominee Details

*If insufficient space, please include the information in labelled and referenced attachments.*

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| **Office of interest** | **Member  Chair** |
| Proposed board/council  *(if known)* | Click here to enter text. |
| Full name | Click here to enter text. |
| Email | Click here to enter text. |
| Phone | Click here to enter text. |
| Residential address | Click here to enter text. |
| Postal address  *(if different to residential address)* | Click here to enter text. |
| Blue Card details *(including expiry date)* | Click here to enter text. |
| Director Identification details *(if relevant[[1]](#footnote-2))* | Click here to enter text. |
| Curriculum Vitae *(including names and contact details of two referees)* | Attached |
| Current church involvement  *(includes non-UCA denominations)* | Click here to enter text. |
| Current occupation | Click here to enter text. |
| Current qualifications | Click here to enter text. |
| Current directorships and committee positions | Click here to enter text. |
| Previous occupation(s), positions held and church involvement (*if relevant)* | Click here to enter text. |
| Potential conflicts  *(refer to the* [*Conflicts Policy*](https://ucaqld.com.au/wp-content/uploads/2017/09/POL-0002-Conflicts-Policy-2017.pdf)) | Click here to enter text. |
| Why I am interested in joining a board/council | Click here to enter text. |
| Previous governance experience | Click here to enter text. |
| Any other relevant information | Click here to enter text. |

# Skills, Attributes and Perspectives

*If insufficient space, please include the information in labelled and referenced attachments.*

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| Relevant competencies  *It is desirable for the board of a school or college, as a whole, to have an appropriate mix of gifts, skills and experience.* *(Please tick those considered held. Nominees are not required to hold all relevant skills.)* | | | |
| By-law Q2.2.7:  Relevant competencies  [Queensland Synod By-laws](https://ucaqld.com.au/wp-content/uploads/2018/11/20181101-UCA-Qld-Synod-By-laws.pdf) | theological expertise  financial expertise  social and cultural analysis  rural and regional perspective  popular culture expertise  pastoral care expertise | governance and not-for-profit experience  community service  multi-cultural expertise  indigenous expertise  legal expertise  youth perspective |

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| Desirable general governance skills  *(An appropriate mix of governance skills is required for each board/council)* | |
| Skills, attributes, perspectives | Evidence |
| *Theological understanding*  - Demonstrated understanding of the Christian tradition. | Click or tap here to enter text. |
| *Corporate governance understanding and commitment*  - Having a clear understanding of, and respect for, the respective roles and responsibilities of governance, leadership and management; and of the respective roles and responsibilities of the school or residential College board/council and Uniting Education Schools and Colleges within the other governance structures of the Uniting Church in Queensland. | Click or tap here to enter text. |
| *Financial literacy*  - Demonstrated capacity to understand and analyse financial reports and accounts. | Click or tap here to enter text. |
| *Strategic thinking*  - Demonstrated capacity to think strategically and to effectively utilise information to inform strategic thinking. | Click or tap here to enter text. |
| *Critical reflection*  - Astute judgement and the capacity to think creatively and analytically, to test assumptions and accepted wisdom and to effectively utilise information to inform sound decision-making.  - Able to formulate and advocate new ideas. | Click or tap here to enter text. |

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| *Communication skills*  - Well-developed communication, collaboration and negotiation skills with demonstrated capacity to build key relationships. | Click or tap here to enter text. |

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| Specialist skills  *(Please tick those considered held.)* | |
| Skills, attributes, perspectives | Evidence |
| *Specific and relevant industry knowledge, including Uniting Church ethos and polity*  - Understanding of the history, vision and values of the Uniting Church in Queensland and a deep commitment to ongoing improvement. | Click or tap here to enter text. |
| *Board experience*  - Demonstrated experience and skills in the governance of entities. | Click or tap here to enter text. |
| *Educational experience*  - Deep knowledge of education and experience in an educational setting, particularly in a school or university. | Click or tap here to enter text. |
| *Risk management*  - Ability to recognise and manage risks and a preparedness to take risk, within the Board/Council’s delegated authority and the risk appetite of Uniting Education Schools and Colleges on behalf of the Synod, to enable the objectives of the Uniting Church in Queensland to be achieved. | Click or tap here to enter text. |
| *Financial expertise*  - Demonstrated capacity to understand and analyse financial reports and accounts, and to contribute to the development and execution of longer-term financial strategies. | Click or tap here to enter text. |
| *Strategic planning*  - Demonstrated reflective thinking and confidence to analyse, appraise, probe, challenge and constructively question leadership, business plans and implement strategy using commercial judgement. | Click or tap here to enter text. |
| *Legal expertise*  - Understanding of and solid experience in legal, regulatory, corporate governance and/or compliance matters. | Click or tap here to enter text. |
| *Property expertise*  - Understanding of and experience in strategic property acquisition, management, development, and disposal. | Click or tap here to enter text. |

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| Attributes and attitudes | |
| Skills, attributes, perspectives | Evidence |
| *Ability and experience to reflect theologically*  - A demonstrated ability to reflect on the faith, heritage and values of the Uniting Church in Australia and to consider the implications for the current and future work of the Queensland Synod and its various ministries including schools and residential colleges. | Click or tap here to enter text. |
| *Capacity to devote necessary time*  - The capacity and willingness to devote sufficient time to the board/council, including preparing for and attending regular meetings. | Click or tap here to enter text. |
| *Commitment to ongoing personal/professional development*  - A commitment to continuous personal/professional formal learning, training, development, and education. | Click or tap here to enter text. |

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| Specialist perspectives  *(Please tick those considered held.)* | |
| Skills, attributes, perspectives | Evidence |
| ☐ *First peoples*  - An understanding and/or knowledge of First Peoples perspectives (which may be through representation, knowledge or experience). | Click or tap here to enter text. |
| ☐ *Multi-cultural*  - An understanding and/or knowledge of people of diverse cultural and language backgrounds (which may be through representation, knowledge or experience). | Click or tap here to enter text. |
| ☐ *Youth and young adults*  - An understanding and/or knowledge of youth and young adult perspectives (which may be through representation, knowledge or experience). | Click or tap here to enter text. |
| ☐ *Business / enterprise experience*  - Business, enterprise, leadership and/or life experience in an environment external to and independent from the broader church. | Click or tap here to enter text. |
| ☐ *Regional and remote*  - Understanding or perspectives of regional and remote locations, and their unique needs and opportunities. | Click or tap here to enter text. |

# Nominee Affirmation

The Uniting Church in Australia, Queensland Synod is committed to upholding and articulating the ethos of the Uniting Church within its boards, committees and commissions, and supporting them as they seek to apply Uniting Church regulations and other governing documents.

Uniting Church policies including governance and discipline are grounded in an understanding of and commitment to the core values and beliefs of the Uniting Church in Australia.

Members of school or college boards or councils will continually strive to develop a culture that is underpinned by a value system based on love, social justice and compassion. Members are expected to ensure that policies and processes reflect the values of the Uniting Church and are consistent with any public positions taken by the Church.

Members of school or college boards or councils guide their behaviours as they work together, to achieve goals and be accountable for their actions through the following values:

* We will provide consistent, fair, courteous and timely service to the best of our ability.
* We will be loyal, diligent and accountable by taking responsibility for our actions.
* We will show respect through trusting and treating each other with compassion, dignity and without discrimination.
* We will demonstrate integrity, by acting ethically, honestly and faithfully, valuing truthfulness and justice in all that we do.

As a nominee to a school or college board or council, I make a commitment to respect, recognise and accept the validity of the doctrines of the Uniting Church in Australia. In the fulfilment of my responsibilities, I will not teach or counsel against the Basis of Union and subsequent doctrinal statements of the Assembly.

# Nominee Declaration

I declare that I:

1. accept nomination/apply for consideration for appointment to the board/council recommended by Uniting Education Schools and Colleges.
2. agree to the terms of the Nominee Affirmation outlined on Page 7 of this form.
3. agree that, if appointed and if required, my personal details will be provided to the Australian Charities and Not-for-profits Commission (ACNC), or its successor.
4. am not disqualified from managing a corporation under the *Corporations Act 2001* (Cth), which includes that I am not an undischarged bankrupt.
5. have not been disqualified from being a responsible person by the ACNC Commissioner within the last 12 months.
6. have not been convicted of an indictable offence against a law of Australia or a foreign country.
7. hold, or am eligible to hold, a current positive notice (Blue Card).
8. hold, or am eligible to hold, a current director identification number (director ID).
9. agree that, if appointed, I will comply with the Regulations, all Queensland Synod By-laws, all Queensland Synod policies and processes and all ongoing legislative, common law and equitable requirements, as they apply from time to time.
10. agree that, if appointed, my appointment may be published on Synod communications channels (e.g. website, *Journey*, social media).
11. agree that, if appointed, I am available to prepare for and attend meetings of the board/council.
12. agree that, if appointed, my contact details will be used by the Synod office to provide me with relevant information and invitations.
13. agree that the information collected as part of this nomination will be collected, stored and used in accordance with the [Queensland Synod Privacy Policy](file:///C:/Users/gillian.keir/Downloads/1.1-Privacy-Policy-POL-0001.pdf).

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| Signature of nominee | Click here to enter a date. |

1. Director identification numbers are only required by members of separately incorporated boards, i.e. Moreton Bay Colleges, however, some boards have requested its members have a director ID (PMSA and Grace College). [↑](#footnote-ref-2)