
NOMINATION OF BOARD MEMBERS

Notes: 1. The Hauraki Plains Community Hub (HPCH) Board shall consist of three (3) persons **elected** at an Annual or Special General Meeting and four (4) persons appointed by the Board Appointment Panel, as per the Hauraki Plains Community Hub Constitution.

2. At the 2023 Special General Meeting, **three** Elected Board Member positions are available for a term of three (3) years.

Section A - To be completed by the HPCH Member Organisation making the Nomination:

The: _____ HPCH Member Organisation wishes to nominate

Nominee: _____ as an HPCH Elected Board Member

Name: _____ Title: _____
(Please Print)

Signed: _____ Date: _____
(Authorised Person)

Section B - To be completed by the Nominee and forwarded by the HPCH Member Organisation making the Nomination:

All nominees are to provide an outline of the personal attributes and experience they would bring to the position. (Please complete this section below.)

NB: Refer to the HPCH Elected Board Member Position Description for full requirements of the role.

Section C - To be completed by the Nominee

I consent to the information being collected and held by Hauraki Plains Community Hub Board and distributed for purposes of the 2023 Elected Board member process. I acknowledge my right to have access to and correct the above information. This consent is given under the Privacy Act 1993.

Signed: _____ Date: _____

Board Member Skills, Knowledge and Capability Recruitment

The skill sets sought to work as a Board Member are those associated with successful sport and community business management and include: either knowledge, training or capability in management; governance; accounting; finance; fundraising; legal; marketing; project management; programming and event management; social and community welfare; people/resource management; retailing; sport and entertainment facility management; and hospitality and service. There may be other skills that a Board Member might bring related to their prior history of involvement within sport, recreation and or the community.

Above all else we seek enthusiastic motivated board members who will contribute expertise and knowledge to the wider goal and vision of this organisation. We want people who can identify with a culture of quality sport and recreation delivery, with an aim toward participation and quality experience.

General Requirements

- Inter and intra-personal communication
- Excellent written and verbal communication skills.
- Business management in dynamic and changing environment
- Administration, planning, delegation and the ability to meet deadlines, oversee project teams and project management processes
- Entrepreneurship
- Superior organisational skills
- Sound judgement and decision-making ability
- Commitment to the well-being and the role of play, recreation (all forms) and sport
- Effective working relationships with Volunteers, Board Members and Staff

Application Details - Please state which skillsets you would bring to the position:

Skillsets Global	Skillsets Specific	Tick
Management	Planning and Strategy	
	Project Management	
	Business Management	
	Leadership/Governance	
	Sport and Recreation Facility Management	
	Public Assembly Facility Management	
	Recreation/Sport Programming	
	Risk Management	
	Human Resource Management	
	Event Management	
	Administration	
Marketing & Promotion	Media (Social and mainstream)	
	Communications	
	Public Relations	
Financial, Funding & Accounting	Accounting	
	Financial Control	
	Funding	
	Sponsorship	
	Entrepreneurship	
Contract/Legal	Contracting	
	Legal	
	Compliance Law	
Other	Other	

Please provide an outline of the personal attributes and experience you would bring to the position.

This form is to be completed and returned with the required documentation by 5pm, Sunday 10th August 2025 to:

hpcommunityhub@gmail.com