

## CALL FOR NOMINATIONS FOR AMA SA BOARD 2025

**CLOSING DATE – MONDAY, 12<sup>TH</sup> MAY 2025 AT 5.00PM**

In accordance with the Constitution of the Australian Medical Association (South Australia) Incorporated, nominations are called for the following positions on the Board.

POSITION	NUMBER REQUIRED	TERM
Ordinary Director	2	2 years; or 1 year casual vacancy

Please forward completed nomination forms to Returning Officer, Nicole Sykes, via email to [abrown@amasa.org.au](mailto:abrown@amasa.org.au).

Nominations (on the prescribed form overleaf) close at 5.00pm on Monday, 12<sup>th</sup> May 2025.

### CONDITIONS OF NOMINATION AND THE INFORMATION GOVERNING THE ELECTION

Nominations must be in writing and signed by two members as proposers and by the nominee (candidate) accepting the nomination. The nominee is to provide a short statement setting out their qualifications and experience and their suitability to serve as an Ordinary Director on the Board.

#### 1. ELECTION TO THE BOARD

To be eligible for appointment to the Board as an Ordinary Director:

- A vacancy must exist.
- At least three Ordinary Directors must have served a minimum of two years as a Councillor and up to two Ordinary Directors must have previously served at least two years as a Councillor or as a member of a Committee of the Association in the preceding five calendar years.
- Where nominations exceed the number of positions on the Board, the Council will determine the appointee/s by secret ballot.
- Council will elect and appoint eligible members to the Board in line with the AMA gender equity targets; 40 percent women, 40 percent men, 20 percent flexible.
- No person shall be eligible to act or be appointed as a Director if they are a person who is bankrupt and / or have been convicted of an offence concerning the duties of officers of an Association as defined by the *Associations Incorporation Act 1985*.

#### 2. APPOINTMENT AND COMPOSITION

- There shall be a minimum of five (5) and a maximum of eight (8) Directors at any one time.
- With the exception of the President, all Directors will conduct their duties on a voluntary basis.

#### 3. TENURE

- An Ordinary Director and Independent Director may be elected or appointed to the Board for a two-year term.
- An Ordinary Director and Independent Director will be eligible to hold office for a maximum of three (3) consecutive terms of two-years.

- (c) If any member of the Board fails to attend three (3) consecutive meetings without leave of the Board, their office or position may be declared vacant.

#### **4. CASUAL VACANCIES**

- (a) In the event of a casual vacancy arising in the position of Director, the Council may appoint an Ordinary Director to fill the vacancy and the member will hold office, subject to this Constitution, until the conclusion of the Annual General Meeting next following the date of appointment
- (b) Time served in a casual vacancy does not count for the purposes of the tenure provisions.

#### **5. COMMITMENT AS A BOARD DIRECTOR**

- (a) The Board will meet at least once in every two-month period during the calendar year, and it is expected that Board Directors attend all or as many meetings as possible.
- (b) Prepare fully by reading and digesting the Board papers. Come up with relevant questions and solutions to problems.
- (c) Understand the legal, governance and fiscal responsibilities of serving on a not-for-profit Board.
- (d) Participate in orientation and training including attendance at major AMA SA events including the Annual General Meeting.
- (e) Act as an ambassador of AMA SA and promote the Association within your networks and in the community.
- (f) Ensure conflicts of interest, whether direct or indirect are disclosed to the Board prior to any discussion or decision by the Board.

**Note:** Independent Directors (who are not members of the Association) may be appointed by the Board at any time.



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### NOMINATION

**Date**

We, the undersigned, hereby nominate \_\_\_\_\_  
Full Name of Candidate

for the position of Ordinary Director

for the period      1 June 2025 – 31 May 2027 (Ordinary Director)  
                             1 June 2025 – 31 May 2026 (Ordinary Director – Casual Vacancy)

### PROPOSAL AND SIGNATURES

*Proposers and candidates must be financial members of the AMA SA.*

**PROPOSED** \_\_\_\_\_  
Signature

\_\_\_\_\_  
Full Name

**SECONDED** \_\_\_\_\_  
Signature

\_\_\_\_\_  
Full Name

I am willing and eligible to accept the position if elected \_\_\_\_\_  
Signature of Candidate

**Note:** By-Law 3 Paragraph 6(b)V. states:  
"Nomination must be signed by two members as proposers and by the nominee accepting the nomination and certifying their qualifications for office".

## PERSONAL STATEMENTS

Candidates are invited to provide a separate document with this nomination form on their suitability to serve as an Ordinary Director on the Board; this should include:

1. **Professional Background:** A detailed resume highlighting relevant work experience, particularly in leadership and/or governance roles.
2. **Educational Qualifications:** Information about academic degrees and any other relevant certifications.
3. **Skills and Expertise:** A summary of key skills and areas of expertise that align with the board's needs.
4. **Board Experience:** Any previous experience serving on boards and committees, including the names of organisations and the duration of service.
5. **Statement of Interest:** A personal statement explaining why you are interested in the position and what you hope to contribute.
6. **Achievements and Awards:** Notable achievements, awards, or recognitions that demonstrate your capabilities and contributions to your field.
7. **Conflict of Interest Disclosure:** Any potential conflicts of interest that might affect your ability to serve impartially.