



WESTERN AUSTRALIAN TENNIS ASSOCIATION INC. NOMINATIONS FOR TENNIS WEST BOARD OF DIRECTORS 2016

Tennis West hereby calls for applications for **3 x Board Director Positions** for a period of two years due for election in accordance with its Constitution.

Nominations will close at 5:00pm on Monday 19 September 2016. Voting for these positions will take place at the AGM, to be held on Thursday 20 October 2016 at 7.00pm at the State Tennis Centre.

Following a review by KPMG in 2015 into Tennis West's then governance structures and processes the Board has implemented a number of changes so they are consistent with effective and efficient governance practices. One of the recommendations was that the Board should establish a Nominations Committee.

The Committee has been established and the members are:

- Warren Harding, Vice President (Chair)
- Carl Black, Board Member
- Jacqui Jashari (Independent Member)
- Grant Vernon (Independent Member)

The process outlined below is consistent with the recommendation by KPMG to effectively manage the Board's nomination and succession processes, ensure new Director appointments are aligned with the needs of Tennis West and the execution of the Tennis West strategic plan.

Criteria

1. Demonstrated experience and understanding of good organisational governance and especially:
 - (i) The leadership role of a Board, and of its Directors
 - (ii) The capacity to focus on strategic rather than operational issues
 - (iii) The development of innovative ideas
 - (iv) The cooperation and teamwork on a diverse Board of Directors
The understanding of the value of diversity and inclusion to good governance
 - (v) The work and meeting preparations of a Board Director
2. An appreciation for, and understanding of the role that community sport plays in WA
3. A proven successful background in one or more of the following specific areas:
 - Digital Technology & Social Media Communications
 - Branding, PR experience
 - Accounting, Audit, Risk
 - Government – State and/or Local relations
 - Grassroots club/ participation

Additional Information & Instructions

- a) Any Member of the Association shall be able to nominate any person who is 18 years and over to serve as an Elected Director
- b) All proposers and seconders must be Registered Members of the nominating Member
- c) Each nomination must be signed by the proposer, the seconder and the nominee
- d) Two incumbents of the 3 vacant Elected Director positions are entitled to stand for re-election
- e) Tennis West is committed to diversity and inclusion on its Board of Directors
- f) In setting the above "Criteria" the Tennis West Nominations Committee, and in turn, the Tennis West Board, has considered:
 - i. Tennis West's current Strategic Plan
 - ii. Tennis West's good governance principles that embrace best practice of a skills-based Board
 - iii. The current make-up of the Board, but excluding those positions up for election appointment in 2016
 - iv. The needs of Tennis West at this stage of its organisational evolution, now and into the future
 - v. The Board's self-assessment of its skills.

Process and timeline

- a) Nomination form is attached. This form must be lodged with the Secretary of the Association (i.e. at the Tennis West office), along with a profile, **no later than 5:00pm on Monday 19 September 2016:**
 - a. Post: Tennis West, PO Box 116, Burswood WA 6100
 - b. Email: emazza@tennis.com.au
- b) Nominees are to provide a one-page CV, and up to a further two-page covering letter/submission addressing the above 'Criteria'.
- c) The nominee's submitted one-page CVs will be circulated to all Tennis West affiliates by Thursday 6 October, for affiliates to consider for voting purposes at the Tennis West AGM on Thursday 20 October 2016.
- d) This circulated information will be accompanied by a report from the Nominations Committee as to its candidate recommendations relative to the 'Criteria' above.
- e) At its discretion, the Nominations Committee may conduct candidate interviews before developing this report.

Process	Date
Nominations for Board Positions Open	Monday 5 September 2016
Nominations close	5pm Monday 19 September 2016
Nominations evaluated by the Tennis West Nominations Committee	19-23 September 2016
Nominations Committee to submit a report of nominees to the Tennis West Board	Tuesday 27 September 2016
Tennis West Delegates advised of Nominees and the corresponding Committee recommendations prior to the AGM vote	Thursday 6 October 2016
Tennis West AGM	Thursday 20 October 2016

For any queries about this process please contact Warren Harding on 0401 491 110.

Definitions

- *Member* refers to an affiliated body,
- *Registered Member* is a club member who is a member of an affiliated club.

A handwritten signature in black ink, appearing to read "Geoff Quinlan". The signature is fluid and cursive, with the first name "Geoff" and last name "Quinlan" clearly distinguishable.

Geoff Quinlan
CHIEF EXECUTIVE OFFICER
05/09/2016