

DSWA Board Notice

Nominations for the Down Syndrome WA Board are Now Open

The Down Syndrome WA Board of Directors invites nominations from DSWA members and members of the WA community to fill upcoming vacancies on the DSWA Board of Management. As there is opportunity for meetings to be held over Microsoft Teams, applications from members living regionally are highly encouraged. This Board role is a rare opportunity to contribute strategically, at the highest levels to meaningful outcomes for people living with a diagnosis of Down Syndrome and their families in Western Australia.

The DSWA Board for 2022-2023 will consist of a maximum of 9 members. There are currently 7 members on the DSWA board, with 4 renominating for positions. Two members have remaining terms on the board.

Commitment

- Monthly Board meetings – 2-3 hours duration. Meetings are currently held on the third Monday of the month at 6.00pm. Meetings are held in person or over Microsoft Teams. In person attendance is preferred but Teams attendance can be made available when required
- Occasional workshops or other meetings usually on a Saturday morning
- Time to read and understand meeting agendas and accompanying board papers and documentation prior to the meeting to enable meaningful contribution to board matters
- Attendance at key DSWA events such as Member Dinner, World Down Syndrome Day event, StepUP and other public facing activities.

Skills

Whilst we encourage all interested members to apply, the board is particularly interested in applicants with the following skills:

- accounting and finance - *the board is actively seeking a qualified accountant to fill the role of treasurer;*
- strategy;
- capital raising;
- corporate compliance (ACNC/AICD qualifications highly regarded);
- government relations and stakeholder engagement; and
- policy development.

Other well-regarded skills are;

- Advocacy, Education Sector, Marketing and Communications.

Lived experience is highly valued and key to the board. 50% of board members require lived experience.

2022 Application Requirements

- Be a member of the association
- Application must be made on the [attached nomination form](#). Forms must be signed by the nominator, seconder and the nominee.
- Statement of Interest – Maximum 250 words. In the event that an election is held, this statement will be presented to the membership and should accurately reflect your skills and interest in being on the DSWA board.
- Resume – a current resume reflecting any relevant experience, including previous board experience (if any)

Application processing

1. Board members will review all nominations
2. Board members will assess each application against an assessment matrix
3. The board will interview preferred candidates based on the matrix
4. The board will present its recommendations for preferred candidates to the membership
5. The board will present **all** nominations to the membership for election at the (2022) AGM being held on Wednesday 22 February 2023.

If there are more nominations than positions vacant the membership will vote.

Key Dates

- Nominations Open 5 January 2023.
- Nominations Close Wednesday 18 January 2023 at 4pm
- Nominations may be emailed to the secretary via chair@downsyndromewa.org.au, or mailed to Down Syndrome WA, 32 Burton St Cannington WA 6107.

Confidential enquiries can be made to the Acting Chair, Nia Parker at chair@downsyndromewa.org.au

[Download the nomination form.](#)