

Director Appointments



Australian Association of Graduate Employers Limited

(ACN 003 547 680)

Director Appointments

Australian Association of Graduate Employers Ltd

Policy Name: Director Appointments Policy

Policy Description:

The purpose of the Director Appointments Policy is to outline the guiding principles and procedures for the appointment of a Director to the AAGE Board.

AAGE requires its Directors to have the capacity to guide and lead the organisation, and to achieve the Board approved Strategic Priorities and to have a balance of experience, skills and diversity.

Applies to:

This policy applies to the appointment of Directors to the Board.

This policy does not include the appointment of Committee Members or staff.

Definitions

AAGE	Australian Association of Graduate Employers
Board	means the Board of Directors of the Company
Committee	means all those persons comprising the Committee of the Company, including Members of the Board of Directors
Company	means the Australian Association of Graduate Employers
Co-opted Director	Person appointed by the Board to be a Director. A Co-opted Director does not need to be a member of the AAGE.
Elected Director	Person appointed by the Board to be a Director. An Elected Director must be a Full Member of the AAGE and a Committee Member and cannot be an Associate Member

Relevant policy statements and/or principles

The following policy statements apply:

- The position of Director is a voluntary role without remuneration.
- Where there is a requirement to fill a vacant Director role, the Board will provide a minimum of one (1) weeks' notice to the Committee of their intent to appoint a new Director.
- The notice will include a request for written expressions of interest from Committee Members interested in being considered. The notice will include role requirements, timeframe for selection and the criteria (refer 5.3) to be used to select the successful nominee.
- All nominees will be notified of the outcome prior to an official announcement.
- Directors wishing to nominate for re-election, must submit an expression of interest in writing for distribution to Members prior to the Annual General Meeting. The expression of interest should detail their achievements and reasons for seeking re-election.

- Directors/Committee Members nominating for re-election/election are not permitted to canvas AAGE Members for votes.
- Directors/Committee Members nominating for re-election/election are not permitted to participate in administrative tasks associated with counting member votes.
- Appointed Directors will take part in the Board Induction program

Procedure:

Appointment of Elected Directors

- The Board will comprise of not less than three and not more than five Directors.
- To be eligible for election as a Director, a person must be a representative of a Full Member.
- Directors are to be elected at each Annual General Meeting.
- Directors elected at each Annual General Meeting will hold office until the Annual General Meeting three years from the date of election.
- Directors who have held office for three years are eligible for re-election at the next Annual General Meeting.
- The Board has power at any time to appoint any Committee Member to the Board, either to fill a casual vacancy or as an addition to the existing Directors. Any person appointed in this situation only holds office until the next Annual General Meeting.

Appointment of Co-opted Directors

- The Board can appoint up to two Co-opted Directors.
- The position of Co-opted Director is a voluntary role without remuneration.
- The Board may appoint at any time a person who will bring the required skills and experience.
- Role requirements, timeframe for selection and the criteria (refer next section) is to be used to select the successful applicant.
- When a vacancy arises, the method for sourcing applicants will be agreed to by the Board at that time.

Selection criteria

Applicants will be assessed against the following criteria:

- Background and experience
- Professional skills
- Motivation and capacity to perform the role
- Contribution to AAGE and its Members (if applicable)
- Employer support and endorsement.

The Board will determine weightings for each criteria and may also specify more detailed criteria to attract a specific skill set (e.g., based on the existing skills of the Board).

Diversity Commitment

The Board is committed to embracing and respecting diversity in the composition of the Board of Directors. Directors will actively seek to recruit candidates for Director roles that will supplement the existing characteristics around diversity, including but not limited to:

- Someone from a First Nations / Indigenous / Aboriginal / Torres Strait Islander mob.
- Age Diversity
- Gender Identity
- Sexual Orientation

- Person living with a disability including serious mental illness
- Cultural and linguistic diversity, racial diversity and religious diversity: Some frameworks around diversity identify these as three separate characteristics. For the purposes of this Board, enhanced diversity around any or all of these three characteristics should be pursued.