



# MONBULK RANGERS SOCCER CLUB

ABN: 31 297 730 752      Inc No: A000 3343J

## Committee Position: Nomination Form

### Nomination and Consent by Nominee

I declare that I am a current financial member of the Monbulk Rangers Soccer Club and that I wish to nominate for the Club Committee.

I confirm that I have the qualifications for election to the Club Committee as required by the Club constitution.

If elected, I consent to act as a committee member of the club and undertake to fulfil all duties and obligations required of the position, including the obligations to attend meetings of the committee and to become appropriately conversant with the duties of committee members.

I wish to nominate for the position of:

- President**
- Vice-President**
- Secretary**
- Treasurer**
- Ordinary Committee Member**

Name \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_

PROPOSER

SECONDER

NAME (PRINT) \_\_\_\_\_

\_\_\_\_\_

SIGNED \_\_\_\_\_

\_\_\_\_\_

DATE \_\_\_\_\_

\_\_\_\_\_

**NB** The nomination may only be proposed and seconded by financial club voting members.

***Please forward this nomination to the Secretary***

**The nomination must be received by the Secretary no later than 7 days before the date of the meeting at which the positions are to be determined.**

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## **Duties of Committee Members**

In brief, Committee Members are bound by common law, and where the club is incorporated, by the *Associations Incorporation Reform Act 2012 (Vic)*.

Committee Members are required to act diligently, competently, honestly and in good faith in what they consider to be in the best interests of the club. Committee Members are expected to attend all meetings of the club and acquire the skills and knowledge they need so they can effectively guide and monitor the management of the club. Committee Members need to consider independently matters that come to the Committee, make informed decisions, avoid conflicts of interest, and not make improper use of information or their position. Committee Members are required to prevent the club incurring a debt if there are reasonable grounds for suspecting that the club is insolvent at the time the debt is incurred or would become insolvent by incurring the debt and they must exercise their powers for proper purpose.

Candidates should note that:

1. They are expected to provide a firm undertaking to members that they can and will attend almost all Committee and General meetings.
2. Committee Members represent all club members and are required to act in the best interests of the club. Committee members are not permitted to participate in decisions about matters that would give rise to a conflict of interests.
3. Matters discussed by the Committee may be confidential and information provided to Committee Members should not be forwarded or generally divulged to other parties.
4. Committee members must be aware of their duties and responsibilities.

## **Nominations**

- a) The nomination must be proposed, seconded and signed by two Voting members of the club who have paid their club membership fee for the year.
- b) The nomination must be accepted and signed by the nominee.
- c) All details and declarations must be fully completed, signed and dated.
- d) The nomination must be lodged with the Secretary no later than 7 days before the date of the meeting at which the positions are to be determined.