



Nomination and Election Process

- A Member Representative of MHCC can nominate another Member Representative for election to the Board, where both organisations are financial members at the time of nomination.
- Nominations are made through the **nomination form** approved by the Board. The nomination form must be signed by the person nominated, who must be the Representative of the Member Organisation.
- The nomination form must be countersigned by the proposer, who also must be the Representative of a Member Organisation.
- Nominations not in the hands of the Returning Officer by the deadline 5pm, 13 October 2023 will not be accepted.
- If the number of nominations received is equal to or less than the number of Board vacancies (two), the nominees are automatically elected and no further voting is required.
- If the number of nominations received is greater than the number of vacancies, then a ballot will be held utilising an electronic voting process. Further details will be provided to members.
- Results of the election will be announced at the MHCC AGM on Thursday 16 November 2023.

Director Responsibilities

The MHCC Board comprises seven elected Directors and up to two appointed Directors.

Each elected Director holds office until the conclusion of the third annual general meeting following the date of the director's election.

If elected as a Director of MHCC each person must comply with Sections 180 to 183 under the Corporations Act 2001.

If elected as a Director of MHCC, each person must meet the requirements of the 'Standards for Registered Training Organisations (RTOs) 2015' and/or the 'Education Services for Overseas Students Act 2000' for continued registration with the Australian Skills Quality Authority.

The responsibilities of all Board Directors include ensuring the good governance of MHCC, considering all reports from management, and assuring transparency of all decisions.

New Directors must be able to attend Board meetings held at least six times a year either as face-to-face or virtual meetings. Out-of-session meetings may also be held as required.

Board Directors will also be expected to participate in committees of the Board.

**For further enquiries please contact Amy McGee, Administration Manager
and 2023 Returning Officer on 02 9060 9649 or
returningofficer@mhcc.org.au**