

Please list your current memberships or experience of any relevant community, educational, or business organisations, etc.

Please list your main qualities that you consider most relevant to this position:

What specific experience knowledge and skills do you bring to the role?

I hereby declare that:

- 1) I am a fit and proper person to be appointed as a Director and Responsible Person of Ballarat Foundation United Way Inc. and Ballarat Foundation Charitable Fund Limited,
- 2) I am not disqualified from managing a corporation, within the meaning of the Corporations Act 2001 (Cth) and
- 3) I have not been disqualified by the Australian Charities and Not-for-profits Commissioner at any time during the previous year from being a responsible person (what the ACNC Act calls a 'responsible entity') of a registered charity, and
- 4) the information contained in this form is true and correct.

Signature:

Date:

Please email completed Expression of Interest Form and any attachments to:

Attention: Board Recruitment Committee info@ballaratfoundation.org.au

A Responsible Person is someone who is responsible for governing a charity. Generally, a charity's Responsible Persons are its board or committee members, or trustees (including insolvency trustees or administrators).

The ACNC requires charities to meet Governance Standards. Under Governance Standard 4 charities must make sure its Responsible Persons are suitable, and under Governance Standard 5 they must ensure their Responsible Persons are aware of their duties and comply with them.

Under Governance Standard 5 Responsible Persons must:

- act with reasonable care and diligence
- act honestly and fairly in the best interests of the charity and for its charitable purposes
- not misuse their position or information they gain as a Responsible Person
- disclose actual or potential conflicts of interest
- ensure that the financial affairs of the charity are managed responsibly, and
- not allow the charity to operate while it is insolvent.

Source: <https://www.acnc.gov.au/tools/topic-guides/responsible-persons>