APPLICATION for NOMINATION to
TE KOROWAI HAUORA O HAURAKI EXECUTIVE COMMITTEE

1. Understanding Governance

Most organisations such as Te Korowai Hauora o Hauraki, are run by a Board of governors. This Board, or (as per Te Korowai 'Rules') the Executive Committee, provides governance over the organisation. It ensures that the organisation is well-run, financially sound, and compliant with relevant legislation.

The Board, or (as per the 'Rules' of Te Korowai Hauora o Hauraki Incorporated) the Executive Committee, does not manage the organisation. This responsibility is held by the employee to the Board, the Manukura Hauora (Chief Executive Officer), and the senior management team employed and led by Manukura Hauora (Chief Executive Officer).

The members of a board need to possess certain knowledge, experience, skills, and attributes such as:

- strategic insight – the ability to think into the future
- integrity, honesty, leadership, courage, commitment, good judgement
- specialist knowledge or experience, for example governance, clinical, public health, legal, financial
- sound tikanga knowledge, desirably pertaining to Hauraki
- a clear understanding of the responsibilities of a board member, including legal obligations.

1.1 Being a member of an Executive Committee is a big responsibility.

You need to:

- have time to devote to the role – monthly meetings (approx. 2.5 hours)
- play an active role in meetings - contribute, ask the hard questions, take on certain tasks
- maintain high standards of conduct and adhere to the vision and values of Te Korowai Hauora o Hauraki
- understand the challenges facing the organisation and be solution focused.

1.2 Preparation

If you are interested in becoming a Board Member, there are a number of things you can do to prepare:

- Review your own performance standard (refer to self-evaluation check below)
- Understand and know your skills - What relevant skills can you contribute?
- Research the governance role, responsibilities, and requirements
- Be able to bring strong networks
- Ensure your financial skills are sound.

1.3 Self-Evaluation Check

Do I have:

- Governance experience in a business, or relevant community/professional group? Yes / No
- Sufficient time and energy to commit to Te Korowai Hauora o Hauraki? Yes / No
- Sound understanding of the legal requirements of being a Board Member? Yes / No

2. Process – for Application

If you wish to be nominated for a position as Member on the Board of Te Korowai Hauora o Hauraki, please complete the template below and submit your application, along with a brief personal profile and photo, **by 5:00 p.m. Friday 27th November 2026** to:

Fiona Wasiolek, Te Korowai Hauora o Hauraki, 210 Richmond Street, Thames or scan and email to fiona.wasiolek@korowai.co.nz

Please note, all applications will be posted on our website at least one week prior to the next Annual General Meeting.

Application and Declaration Form

To accompany CV or Profile Statement

Position	Board Member (Executive Committee Member) - Te Korowai Hauora o Hauraki

Personal Information

Collecting and holding personal information: This information is collected for assessing your suitability for the Board Member (Executive Committee Member) position. If your application is successful, this form will be retained on your personal file.

Title			
Full Name			
Address			
Mobile		**Home Phone**	
Email			
Drivers Licence No.		**Passport No.**	

What is your preferred method of contact? ☐ **Email** **or** ☐ **Post?**

Governance Background, Skills and Experience

Please list experience

Note: Refer: Executive Committee Member (Board Member) Role Description

Please attach your CV or Profile Statement to this application. This must contain a brief personal profile and a photo.

Health Status

The following information is required to assist Te Korowai Hauora o Hauraki in meeting its obligations under the Health and Safety in Employment Act and the Injury Prevention Rehabilitation and Compensation Act, and to assess your ability to fulfil your role as a Board Member (Executive Committee Member).

Have you had, or do you have, an injury, medical condition or disability – for example, hearing loss, sensitivity to chemicals, repetitive strain injury, mental illness or condition – that could be aggravated or further aggravated by the tasks and responsibilities that you would be required to perform in this role, or at the location(s) at which you would be required to undertake the work?	☐ Yes	☐ No
Do you believe this condition will affect your ability to carry out effectively and safely the functions and responsibilities of this role?	☐ Yes	☐ No
If yes to either of the above questions, give details (Note: Te Korowai Hauora o Hauraki complies with the Human Rights Act and a declaration of an injury, medical condition or disability will not rule you out of consideration for the role):		
Should you be appointed, would you require any specific equipment and/or environment/location etc. to undertake the functions and responsibilities of the role?	☐ Yes	☐ No
If yes, give details:		

Criminal Charges and Convictions

Have you been convicted of any offence against the law other than minor traffic offences?	☐ Yes	☐ No
If yes, give details:		
Do you have any criminal charges pending other than minor traffic offences?	☐ Yes	☐ No
If yes, give details:		
Note: Individuals with minor convictions who have been conviction free for at least seven years, and who meet all other relevant criteria to put their past behind them, may conceal such convictions under the Criminal Records (Clean Slate) Act 2004. Further information refer to the Ministry of Justice www.justice.govt.nz		

Additional Information

Are you currently, or have you ever been, an employee of Te Korowai Hauora o Hauraki	☐ Yes	☐ No
If yes, give date(s) and position(s) held:		
Do you have a spouse, partner, relative or household member working as an employee, contractor or consultant at Te Korowai Hauora o Hauraki? (Note: your response to this question may be necessary to prevent potential conflict(s) of interest).	☐ Yes	☐ No
If yes, give date(s) and position(s) held:		

Statutory Criteria Required of Executive Committee Members (Board Members)

Please read:

The disqualifying factors are set out in section 16 of the Charities Act 2005 and are listed below. They include being undischarged bankrupt, being under 16 years of age, having a conviction for dishonesty within the last 7 years, as well as other criteria.

To qualify, an Officer MUST NOT be:

- Undischarged bankrupt;
- Younger than 16;
- Convicted of a crime involving dishonesty and sentenced within the last 7 years;
- Disqualified from being an officer under the rules of their organisation;
- Disqualified by Charities Services under section 31(4) of the Charities Act 2005;
- Subject to a property order under the Protection of Personal and Property Rights Act 1988 or have their property managed by a trustee corporation under section 32 of this Act (this relates to people who are not fully able to manage their affairs);
- Prohibited from being a director or promoter of, or being concerned or taking part in the management of, an incorporated or unincorporated body under the Companies Act 1933, the Securities Act 1978, the Securities Market Act 1988, or the Takeovers Act 1993;
- A body corporate that is being wound up, in liquidation or receivership or subject to statutory management under the Corporations (Investigation and Management) Act 1989

An organisation will not qualify for registration if a current officer is not qualified and we do not grant a waiver to allow registration with that officer. If you wish to have an officer who is disqualified under section 16 of the Charities Act 2005, you will need to put a request in writing stating what disqualifying factors apply and why Charities Services should allow this person to be an officer of your organisation. We will consider your request and notify you of our decision in writing.

Applicant Declaration

I, …….. (print full name) declare that to the best of my knowledge, the answers to the questions in this application are correct.

I understand that this form, together with the written material I have supplied, will be held confidentially and used only for the purposes of this application.

I agree to notify Te Korowai Hauora o Hauraki of any future change to the information supplied during the course of this application process and/or for my records should I be successful in obtaining a position on the Board (otherwise known as the Executive Committee).

I agree to any such pre-checks as deemed necessary, these include criminal history; credit check; fraud check; bankruptcy check; CV Check and Police vetting being undertaken by Te Korowai Hauora o Hauraki for the Board position that I have applied for.

I understand that should I be appointed to the role, and I do not currently work for Te Korowai Hauora o Hauraki, I must provide certified proof of identity (such as a birth certificate or passport) prior to commencing the position.

I understand that should I be appointed to the role, I must provide original or certified documentation supporting my educational qualifications.

I understand that the information given in the health section of this application form may be requested by ACC.

I understand that if any false or misleading information is given, or any material fact suppressed, I may not be accepted, or if I am accepted, I may be dismissed.

Note: By typing your name here you are deemed to have signed this form.

Name:	**Date:**
Signature:	

Applications to be received by no later than 5:00 p.m. Friday 27th November 2026

Please attach a brief personal profile and photo. Please note, all applications will be posted on our website at least one week prior to the next Annual General Meeting.

All Applications and enquiries sent to:
Fiona Wasiolek, Te Korowai Hauora o Hauraki, 210 Richmond Street, Thames or scan and email to fiona.wasiolek@korowai.co.nz