



Guide for Nominees



This is an info guide.

It is if you want to be a Director for PWDA.



Members of PWDA can apply to be
a Director.

Members are people who support the work
PWDA does.



When you apply this means you are
a **nominee**.



To find out more about the job of PWDA
Director you can read our Job Description.

Things you need to know



If you apply to be a PWDA Director there are things you need to know.



You do not get paid for the work you do.



PWDA will pay for any help you need to do your job.



This might be

- Someone to help you go through papers
- Wheelchair access
- An interpreter.

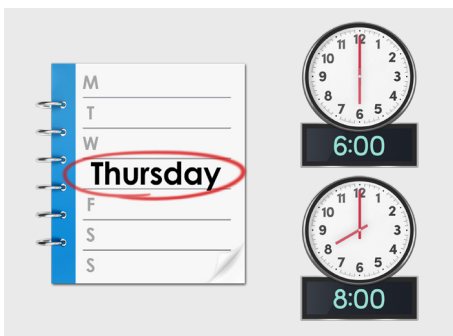
Interpreter is someone who speaks the same language as you.



You will need to go to Board meetings every 4 weeks.



The meetings can be in person or online.



The meetings are on a Thursday.

They start at 6 pm and end at 8 pm.



If you need to travel to the meetings PWDA will pay for this.



We will ask you to provide photo identification.



Photo identification proves who you are.

You can get photo identification in every state and territory of Australia.

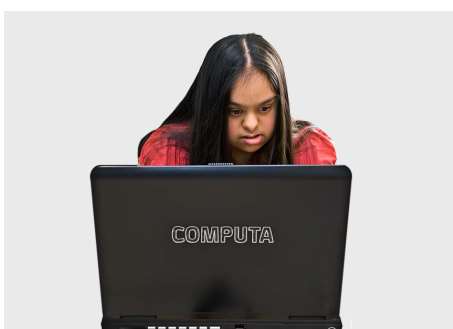


We will ask you to get a **Director Identification Number**.

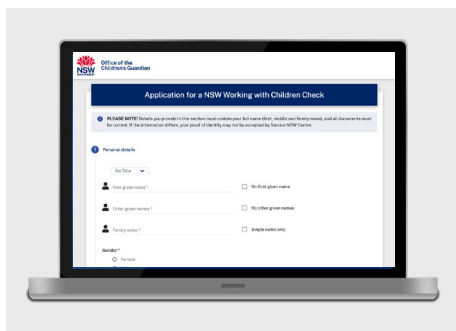


A **Director Identification Number** is issued by the Australian Government.

A Director Identification Number is free.



We will also ask you to do some checks before you can become a director.



We will ask you for a **Working with Children Check**.

A **Working with Children Check** is when the government says if you are allowed to work with children.



We will ask you for a **National Police Clearance**.

A **National Police Clearance** is when the police checks if you have been in trouble with the law.



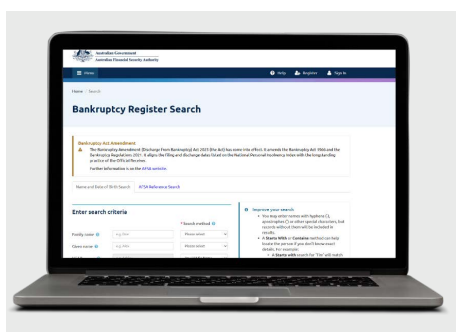
We will check the **ASIC Banned and Disqualified Register**.

This shows people or organisations that have been stopped from doing certain jobs or activities.



We will check the **Australian Charities and Not-for-profits Commission (ACNC) Disqualified Persons Register**.

This is a list of people who are not allowed to be in charge of a charity.



We will do a **Bankruptcy Register Search**.

This is a list of people who are or have been bankrupt.



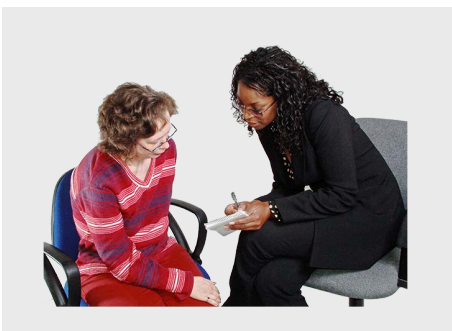
The results of these checks will help decide if you can be a Director on the PWDA Board.



PWDA will pay for the cost to complete the checks.



Nominees must not have any current court cases for criminal charges.



You can talk privately with us if you have questions or you think you might not pass a check.

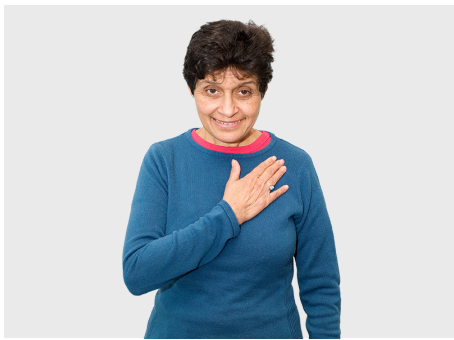


- Call us on **1800 422 015**
- Send an email to **pwd@pwd.org.au**

About the Nomination process



You can nominate yourself or someone else to be a PWDA Director.



Only individual members can be nominated.

An **individual member** means a person who is a member of PWDA.



An organisational member can nominate someone to be a PWDA Director.

An **organisational member** means an organisation that is a member of PWDA.



Individual and organisational members can both be a seconder.

Secunder is someone who says they agree with your nomination.



To make a nomination you need to fill out a nomination form.



You need to make sure you give all the right info in the nomination form.



Every person who signs the nomination form must be a member who can vote at PWDA.



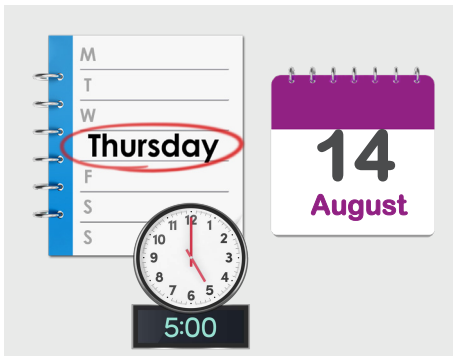
If you can not do the nomination form in writing we can help you do it a different way.



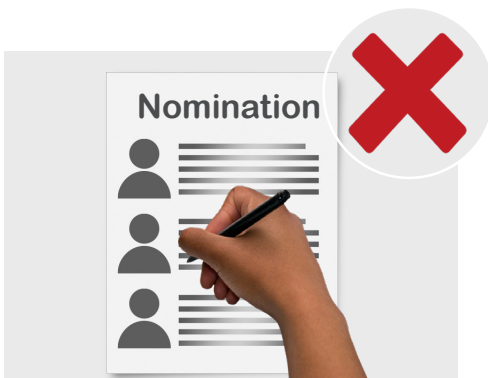
You can contact us if you need help with the form.

Our phone number is **1800 422 015**

Our email is **pwd@pwd.org.au**



The nominations close at 5.00 pm AEST on Thursday 14 August 2025.



You can not make a nomination after this time.

What happens after you send the form



The Board will look at all the nominations.

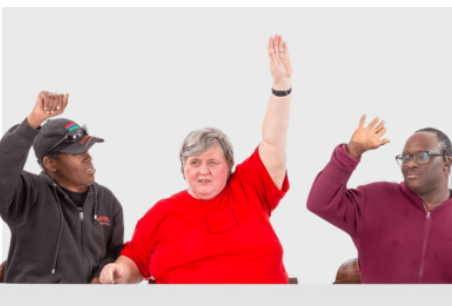


The Board will choose the nominees to say yes to.



We are looking for 4 people to be on our Board.

If the Board says yes to more than 4 nominees there will be a vote.



PWDA members will vote who they think should be Directors on the Board.



A person called the Returning Officer will count the votes.

A **Returning Officer** is the person in charge of the nominations.



Freyja Tasci from GoVote is our Returning Officer.



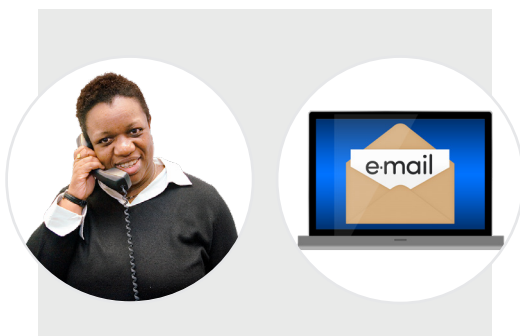
The nominees with the most votes will be asked to come to the Annual General Meeting.

An **Annual General Meeting** is a big meeting we have 1 time a year.

We say **AGM** for short.



At the AGM the members will agree for the nominees to become PWDA Directors.



For more info about how nominations work you can

- Call PWDA on **1800 422 015** or
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- Email at **pwd@pwd.org.au**