

ARCHERY VICTORIA FORM

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Board Member Application

1. Introduction

Archery Victoria (AV) is the State Sporting Association for the sport of archery in Victoria. We are a not-for-profit organisation, affiliated with Archery Australia, which is in turn affiliated with World Archery.

Our mission is to promote, grow, and support archery across Victoria, ensuring opportunities for participation at all levels, from grassroots to high performance. With over 1,700 members across 28 affiliated clubs, Archery Victoria plays a critical role in governance, development pathways, competitions, and community engagement.

This pack provides information for candidates interested in nominating for election to the Board of Archery Victoria.

2. About the Board

The Archery Victoria Board is responsible for:

- Setting and monitoring the strategic direction of AV.
- Ensuring strong governance, compliance, and financial oversight.
- Supporting the growth of participation and high-performance pathways.
- Representing the interests of members, clubs, and the archery community.
- Promoting safe, fair, and inclusive sport.

Composition: The Board consists of elected and appointed directors. Terms of office are typically three years.

Meetings: The Board meets monthly (except December), usually online, for 2–3 hours. Directors may also contribute to committees, projects, and events.

Commitment: Approximately 6–8 hours per month, including preparation, meetings, and occasional attendance at Archery Victoria events and forums.

3. Skills & Experience Sought

Archery Victoria seeks a diverse mix of skills and experiences on its Board. Candidates with one or more of the following are encouraged to apply:

- Governance and leadership experience.
- Financial, legal, or risk management expertise.
- Fundraising, sponsorship, and business development.
- Marketing, communications, or stakeholder engagement.
- Community sport development and participation growth.
- Understanding of high-performance sport, athlete pathways, and coaching.
- Diversity, inclusion, and member representation.

4. Eligibility & Requirements

Nominees must:

- Be a financial member of an Archery Victoria affiliated club.
- Be aged 18 years or over.
- Agree to comply with the Archery Victoria Constitution, By-Laws, and Policies.
- Meet Director eligibility requirements under the Corporations Act and Associations Incorporation Reform Act (Vic).
- Complete a Conflict-of-Interest declaration.
- Hold a current clear Working with Children Check.

5. Nomination Process

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- Nominations Open: **< Insert Date>**
 - Nominations Close: **<Insert time and date>**
 - **Submit To:** secretary@archeryvic.org.au
 - Required documentation:
 1. Completed Nomination Form (Attachment A).
 2. Candidate Information Sheet (Attachment B).
 3. Optional CV or supporting documents.

Nominations will be reviewed in accordance with the Archery Victoria Rules of Association. Where positions are contested, an election will be held at the Annual General Meeting.

6. Key Dates

- Nominations Open: **<Insert Date>**
- Nominations Close: **<Insert time and date>**
- Candidate Information Released: **<Insert date>**
- Annual General Meeting & Elections: **<Insert date>**
- Successful candidates announced: **<Insert date>** at AGM and **<Insert date>** by email

7. Contact for Enquiries

For questions regarding the nomination process, please contact:

Secretary, Archery Victoria
secretary@archeryvic.org.au

Part A - Nomination Form

Applicant Details

Name:		Mobile Phone:	
Email:			
Member Club:		AA Membership Number:	

Declaration

I hereby nominate for election to the Board of Archery Victoria. I declare that I am eligible under the requirements of the Constitution and relevant legislation. I acknowledge that I have read, understood the role and duties of the position as listed in the relevant duty statements.

Signature:		Date:	
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Endorsements

I hereby propose the above signed for election to the Board of Archery Victoria.

Signature:		Date:	
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I hereby second the above signed for election to the Board of Archery Victoria.

Signature:		Date:	
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Part B - Candidate Information Sheet

Vision and Objectives: (If elected to the Board what is your vision for the future of archery in Victoria and what would you like to achieve during your term of office)

Current Occupation/Role

Professional Skills/Expertise that will Bring Value to the Board

The following are some examples of skills that will add value to the Board: Marketing and sponsorship; Community engagement; Sport development; High performance competitor; Legal; Finance and risk; Technology, digital, data; Ethics and integrity; Human Resources.

Experience in Sport/Community Leadership

Statement of Interest

Why you are nominating, and how your skills and experience can contribute to Archery Victoria. (max 300 words)