



Are you interested in joining the Integrated disAbility Action Inc (IdA) Management Committee?

We are calling for expressions of interest for any current IdA members who would like to join our Management Committee.

Committee members are provided with an opportunity to complete relevant education and training, however membership does not attract any remuneration.

Committee membership requires commitment. Agendas are distributed prior to each meeting and require preparatory reading.

The Committee meets at the IdA Office at Nightcliff Community Centre, 4/18 Bauhinia street, Nightcliff NT0810 on the second Thursday of the month bi-monthly from 8:30am to 10:30am. Meetings are held six times a year.

There will be occasions when Committee members are required to meet with representatives from other organisations or Government Ministers and where possible this is arranged immediately following the bi-monthly Management Committee Meeting to lessen inconvenience. However there may be occasions when this is not possible and therefore will require a separate time and date to attend IdA in addition to the Committee meeting.

IdA hosts several events throughout the year for our members. It is a requirement of the Management Committee that Committee members attend as many of these events as possible and also endeavour to bring along to these events other potential members who may be interested in joining.

Members will be presented with a Management Committee Handbook upon joining and a copy of the Constitution.

If this sounds like it could be for you, or you would like more information please contact IdA on 8948 5400 or by [email](mailto:office@idainc.org.au) on office@idainc.org.au.

Applications will be considered by a subcommittee of IdA.

Integrated disAbility Action (IdA) Inc Management Committee:

Integrated disAbility Action Inc, 4/18 Bauhinia Street, Nightcliff, NT 0810 PH: 8948 5400
E: office@idainc.org.au WWW.idainc.org.au

- Meetings are held on the second Thursday of each Month from February – November .
- Meetings start at 8:30am and end at approximately 10:30am
- If a committee member is unable to attend a meeting, they are required to register a formal apology in advance to the General Manager either via email on gm@idainc.org.au or phone call 08 8948 5400.
- Each member receives an email which includes the Agenda, Minutes from previous month's meeting and Financial Statements a few days prior to the Meeting. If a member has an item they would like to add to the Agenda it is required that they submit this via email at least a week before the meeting. Members are expected to complete all pre-reading before the meeting and bring copies of documents with them to the meeting.
- Preparations for the meeting usually takes between 1 and 2 hours a month

The conditions of appointment:

- The term of appointment for members is normally three years, with the possibility of renewal for a further three years.
- Membership will lapse, unless exceptional circumstances exist, if a member fails to attend three consecutive meetings.
- A member may resign from the Committee at any time upon giving notice in writing to the Chair.
- Members of the committee agree to conduct themselves according to the values of Integrated disAbility Action Inc (IdA)
- Integrated disAbility Action Inc (IdA) provides indemnity for members of the Committee for any liabilities that arise as a result of the member exercising his or her duties as member in good faith.
- Potential Committee members will be required to submit a CV.
- Committee Members will be asked to sign a confidentiality agreement and excuse themselves from meetings where they have a conflict of interest.
- Members are not paid.