# ADDC Executive Committee Election 2021

## Election Process

The ADDC Executive Committee is elected every two years by the members of ADDC. The current Committee’s tenure concludes at the end of October. The election process will be run in September and October this year.

* **Executive Committee members will be elected from and by Australian-based ADDC members.**
* An individual ballot will be conducted for each elected role with every registered ADDC Member who is Australia-based being issued a ballot for each position via an online voting system. The ballot will be emailed to Australia-based members when voting commences.
* Nominees under each category who receive the highest number of votes are elected.
* Once formed, the first task of the committee is to elect a Chair and Deputy Chair.

## Election Schedule 2021

* **27 September to 13 October – Nominations for Executive Committee open**
* **18 October to 9am on 25 October – Voting and election of Executive Committee open**
* **28October – Executive Committee announced in ADDC Bulletin (nominees contacted before)**
* **Monday 8 November – Executive Committee Meeting, 2-3pm AEDT – Nominations and voting for Chair and Deputy Chair by the Executive Committee**

## Nomination Process

**To** nominate for a role on the Executive Committee complete the linked [nomination form](https://www.addc.org.au/addc-executive-committee-elections-2/) and email to Kerryn Clarke at [kclarke@addc.org.au](mailto:kclarke@addc.org.au). Nominations are open **to Wednesday 13 October.**

## Composition of the Executive Committee

The Executive Committee comprises of 14 ADDC organisational and individual members made up of:

|  |  |
| --- | --- |
| **Five Fixed Positions (one representative per organisation)** | **Term** |
| **1 x Host Agency:** [CBM Australia](https://www.cbm.org.au/) | **Ongoing** |
| **1 x Australian aid and development peak body:** [ACFID](https://acfid.asn.au/) | **Ongoing** |
| **1 x Australian disability services peak body:** [NDS](https://www.nds.org.au/) | **Ongoing** |
| **2 x Australian Disabled People’s Organisations:** [PWDA](http://www.pwd.org.au/) **and** [AFDO](http://www.afdo.org.au/) | **Ongoing** |
| **Nine Elected Positions (one representative per organisation)** | **Term** |
| **4 x Australian aid and development organisations** | **2 year** |
| **3 x General positions for other organisations** | **2 year** |
| **2 x General positions for individual members with specific skills or experience to add to the expertise of the Executive Committee** | **2 year** |

## ADDC Executive Committee meetings

**Meetings are held monthly via online conferencing with one face-to-face meeting annually.**

* **First committee meeting will be held on Monday 8 November, 2-3pm AEDT via video conferencing.**
* **Executive Committee currently meets monthly on the second Monday of the month.**

## Roles and responsibility of the Executive Committee members

**The ADDC Executive Committee roles and responsibilities are outlined in the** [Governance Framework.](https://www.addc.org.au/who-we-are/governance/) **They include;**

* To maintain the viability of ADDC and the effectiveness of its governance.
* To set and amend the strategic policies and strategic directions of ADDC in consultation with the broader membership.
* To approve the annual operating budget of ADDC.
* To establish working groups on specific issues as required and participate in and support working groups, practitioner interest forums and webinars as required.
* To appoint representatives and delegations to government, intergovernmental and other organisations to represent ADDC.
* Effective monitoring of Executive Officer; this is to be an allocated responsibility of either the Chair or Deputy Chair.

## For more information

Kerryn Clarke

ADDC Executive Officer

0452 056 808

[kclarke@addc.org.au](mailto:kclarke@addc.org.au)