

## TRUSTEE NOMINATION FORM

### SECTION 1: NOMINATOR to complete

*I the undersigned, being a Registered Member of Te Kāhui Rongoā Trust hereby nominate the following person to represent the Rohe named below as Trustee on Te Kāhui Rongoā Trust*

<b>Rohe:</b>			
<b>Full Name of Nominee:</b>			
<b>Nominee Address:</b>			
<b>Nominee Telephone:</b>			
<b>Nominee Email:</b>			
<b>Nominators Name:</b>		<b>Date:</b>	
<b>Nominators Signature:</b>		<b>Nominators Contact:</b>	

### SECTION 2: NOMINEE to complete

*I, the said Nominee (full name):*

**HEREBY CONSENT TO THE ABOVE NOMINATION.**

- a) I have read the Te Kāhui Rongoā Trust Deed; and
- b) I meet the minimum requirements for nomination as a Trustee.

<b>Membership Number:</b>	
<b>Nominee Address:</b>	
<b>Name to be displayed on voting papers:</b>	

Nominees must attach to this completed form a biographical profile (candidate profile) with the following information:

- a) Relevant experience such as governance, financial or business experience;
- b) History of involvement with and knowledge of the practice of rongoā Māori;
- c) The names of two referees who support the nomination.

<b>Nominee Signature:</b>		<b>Dated:</b>	
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**Waiver:** *I understand that should my nomination be successful Te Kāhui Rongoā Trust may contact any or all of my referees. I hereby authorise the Ministry of Justice, to release a copy of my personal information, to the Chairperson, Te Kāhui Rongoā Trust for the purposes of this nomination.*

### SECTION 3: REFEREES to complete

<b>Referee 1 (full name):</b>		<b>Date:</b>	
<b>Referee 1 Signature:</b>		<b>Contact:</b>	
<b>Referee 2 (full name):</b>		<b>Date:</b>	
<b>Referee 2 Signature:</b>		<b>Contact:</b>	

Completed nomination documents and supporting documents must be received by the advertised nomination closing date via email to: [office@ashergroup.co.nz](mailto:office@ashergroup.co.nz)

### SECTION 4: Returning Officer to Complete

<b>Received:</b>	<b>Date:</b>	
	<b>Time:</b>	
<b>Supporting documents:</b>	<input type="checkbox"/> Candidate Profile (word doc) <input type="checkbox"/> Profile Photo (Jpg)	
<b>Signature of returning officer:</b>		

## INFORMATION FOR CANDIDATES

### Minimum Requirements for Nomination as a Trustee

Any person seeking nomination as a trustee must:

- a) Be a Registered Member;
- b) Have the support of Members in their rohe, evidenced by hui, reports and minutes; and
- c) Commit to all of the following Trustee requirements:
  - i) attend all Meetings unless excused;
  - ii) possess a working knowledge of the Trust Deed;
  - iii) possess a working knowledge of the Trust's obligations under trust law and other relevant legislation;
  - iv) adhere to the Trust's procedures;
  - v) be able to articulate personal and responsible views in Trust discussion;
  - vi) have a basic understanding of the issues presented to the Trust at each Meeting;
  - vii) be able to analyse and prioritise issues and be willing to make informed decisions for the benefit of all Members; and
  - viii) be prepared to actively participate in Trustee development workshops and opportunities; and
- d) Not be a Prohibited Person.

### Term of Office

Successful candidates will hold office for a term of 3 years.

### Candidate Profile Statements

Candidates intending to stand for election as a trustee must submit a short biographical profile with their nomination form. These are collated by the Rohe, in the event that an election is required, will be forwarded to the registered members of that Rohe with the voting papers.

#### Candidate Profile Statements

- **Must** not be more than one page long.
- **Must** be provided electronically as a word doc.
- **May** include a recent photo of the candidates head and shoulders only. Photos should be in an electronic format and included as a jpg attached to the email when you submit your completed form.
- **Should** be emailed to office@ashergroup.co.nz
- **Must** follow the following structure:
  - Name
  - Rohe
  - Personal Statement (Ko wai koe, no hea koe?)
  - Relevant Skills (skills and/or qualifications)
  - Relevant experience (such as governance, financial or business experience, current governance roles)
  - History of involvement with and knowledge of the practice of rongoā Māori.

### Completed nomination documents

Completed nomination forms should be scanned and emailed to office@ashergroup.co.nz and should also include a copy of the candidate profile as a word doc, a candidate photo as a .jpg and be clearly labelled with your name in the email.

If you do not receive confirmation of receipt of your nomination documents within 24 hours by email or phone, please contact the Administrator on 0800 274 374.

We do not recommend posting nomination documents. If you cannot email the documents as required, please phone the Administrator on 0800 274 374 to discuss alternative options.