

**DIOCESE OF
CAIRNS**



EXPRESSION OF INTEREST

Diocesan Governance Councils, Boards and Committees

Share your expertise and help us grow our communities!

- **Has your parish community been an important part of your life?**
- **Are you committed to growing Catholic mission in FNQ?**
- **Would you like to give back by sharing your expertise and experience to grow our communities?**

The Diocese of Cairns is seeking Expressions of Interest for various positions on our governance Councils, Boards and Committees. We need your expertise, experience and commitment to best accomplish our mission and to contribute to success of our purpose and services to the community.

The Diocese enriches and connects parishioners through a range of initiatives such as Diocesan Outreach and Mission, CentraCare FNQ, CELC and Catholic Education. We seek expertise in the following areas:

- Legal and compliance
- Financial and risk management
- WHS / Human Resources Management
- Media, IT and Communications
- Business networks / philanthropy
- Regionality and connection to FNQ
- Property services and management
- Social services and education management
- Catholic mission and service

All positions are voluntary however reasonable travel expenses will be reimbursed. The roles entail a commitment to contribute as council, board or committee members, with attendance varying from two to six meetings per year, usually held at the Bishop's House, at a convenient location and on zoom for regional members. We seek persons of integrity and strong commitment to Catholic faith who share a genuine interest in the future of Diocesan activity and are willing to be active contributors to our mission.

Our governance comprises people with a wide range of skills and backgrounds. We are committed to diversity and seek wealth of knowledge from our parishioners of all backgrounds and experience. We encourage applications from all parishioners, including first nations, culturally and linguistically diverse, women and minority groups.

Please submit your interest through the online form below and email to governance@ Cairns.catholic.org.au.

All applications will be evaluated and treated confidentially. Applicants who provide optimal skills and experience to contribute to our governing bodies will be contacted and may be recommended to the Bishop of Cairns for appointments.

We look forward to enriching our governance frameworks through your collective knowledge and experience!





EXPRESSION OF INTEREST

APPLICATION FORM

Please complete all sections of this form

1. APPLICANT DETAILS

Name:	
Parish:	
Phone number:	
Email:	
Gender:	
Age:	
Languages:	
Cultural background:	
Do you identify as First Nations / Torres Strait Islander?	

2. APPLICANT SKILLS

Current workplace (if applicable):	
Relevant, previous work experience:	
Education:	
Areas of interest:	
Governance / community experience:	
Any specific expertise, specialised skills relevant to governance:	



3. CONTACT DETAILS OF PROFESSIONAL REFEREE

Name:	
Position:	
Organisation:	
Phone:	
Email:	

4. CONTACT DETAILS OF CHURCH REPRESENTATIVE REFEREE

Name:	
Position:	
Organisation:	
Phone:	
Email:	

5. Briefly describe what motivates you, why you are applying, and how you think you can contribute to the Diocesan governance.

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6. ATTACHMENTS

You are welcome to attach up to three pages of documents that would support your application and help us understand your skills, experience and motivation.

Please email this application to governance@ Cairns.catholic.org.au.

Thank you for applying!



COLLECTION NOTICE

In submitting this application, you agree that you will not seek access to references provided by third parties or to confidential notes or reports made by us relating to your application. We seek your agreement in this regard to ensure that referees are not inhibited from providing complete and accurate references as to your suitability for the governance position.

In this application you will be providing the Catholic Diocese of Cairns with personal information, such as your name, phone number or demographics. We will collect and record this information in order to assess your application.

To view Diocesan Privacy Policy, visit <https://cairns.catholic.org.au/about/diocesan-policy-documents>. Your records will be kept on file for a three-month period only pending your appointment within the Diocese.

DIOCESAN COVID-19 VACCINATION POLICY AND PROCEDURE

To the extent permitted by law, it is a condition of engagement with the Diocese that you are and remain vaccinated against COVID-19 in accordance with Diocesan COVID-19 Vaccination Policy.

For the purpose of determining your vaccination status and any valid exemption based on medical contraindication or any other lawful and valid reason, we may collect your personal information in accordance with the Collection Notice above.

DECLARATION

1. I agree to the conditions of the Collection Notice. I understand that I have a duty to disclose sufficient information to enable the Diocese to make a properly informed decision about my engagement on Diocesan governance bodies.
2. I declare that the information I have provided in this application is true and correct at the time of submission.

Name: _____

Date: _____

