Nomination for Teacher Registration Board

## Information for Nominees

The Teacher Registration Board of the Northern Territory (the Board) consists of 12 Board members nominated by various government and non-government organisations involved in the education sector. Section 7(1) of the *Teacher Registration (Northern Territory) Act 2004* (the Act) provides that one member is to be nominated from each of the organisations listed. Each nominee must be eligible for the position.

The Board was established to administer the scheme for teacher registration and facilitate the continuing competency and quality of the teaching profession in the Northern Territory. The Board’s role includes:

* The registration of teachers;
* Disciplinary proceedings and action;
* Quality Teaching initiatives;
* Certification of Highly Accomplished and Lead Teachers;
* Accreditation of Initial Teacher Education; and
* Action or response to the national agenda for matters pertaining to the role of the teacher regulatory authority.

The Board meets 9 times per calendar year. Of those meetings, five are held as all-day, meetings in Darwin, and the remainder are held over 2 hours via Microsoft Teams outside of school hours. There are times where Board members are expected to consider matters at short notice and outside of scheduled meeting times. Each meeting requires approximately 1-5 hours of reading time prior to the meeting is required. Board members are expected to be available to attend all Board meetings unless exceptional circumstances apply. Board members may be required to serve as members on the Board’s advisory committees and/or as members of Inquiry committees during their tenure. Board members are required to obtain a National Police Check (if not a registered teacher) and must be a fit and proper person. Nominees are asked to disclose any criminal or disciplinary history.

The office of the Board arranges travel and accommodation expenses for Board members who reside outside of the Greater Darwin area to attend Board meetings, and reimburses expenses incurred by schools when engaging a relief teacher to cover for any teacher who is attending a Board meeting. The requirements and obligations of Board members should be discussed with the nominee’s employer prior to nominating for a position on the Board.

## Information for Nominating Organisations

Pursuant to section 7(2) of the Act, the nominating body must nominate a panel of persons from which the Board member can be selected. This panel should take into consideration the information provided in this nomination form by the applicant in its entirety. The nominating organisation should take into consideration the following when providing nominations:

* The nominations represent a breadth of gender, geographical location and experience in education;
* The nominees do not hold a position that places them at high risk of a conflict of interest with the business of the Board; and
* The nominees have the ability and willingness to fulfil the role of a Board member for the duration of the membership term, in accordance with the required commitment as written above.

This form should be completed to nominate eligible people for a position on the Board. Once complete, this form and any subsequent attachments, is to be forwarded onto the office of the Board to commence the appointment process.

1. **PERSONAL DETAILS**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Family Name** |  | | | | | | |
| **Given Names (including middle name/s)** |  | | | | | | |
| **Preferred Name** (if applicable) |  | | | | | | |
| **All Previous Names**  including given and family names |  | | | | | | |
| **Title** (e.g. Mr/Mrs/Ms/Professor/Dr) |  | | | | | | |
| **Gender** | **Male** |  | **Female** |  | **Other:** | | |
| **Do you identify as being of Aboriginal or Torres Strait Islander?** | | | | **Yes** |  | **No** |  |
| **Do you have a disability?** | | | | **Yes** |  | **No** |  |
| **Are you a registered teacher in the NT?** | | | | **Yes** |  | **No** |  |
| **TRB Number** (if applicable) | | | | | | | |

**Contact Details**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Telephone |  | Telephone AH |  | Mobile |  |
| Email |  | | | | |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Residential Address** |  | | | | | | |
| Street |  | | | | | | |
| Suburb |  | State |  | Country |  | Postcode |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Postal Address** |  | | | | | | |
| Street or PO Box |  | | | | | | |
| Suburb |  | State |  | Country |  | Postcode |  |

1. **EMPLOYER DETAILS**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Current Employer Name |  | | | | |
| Current position |  | | | | |
| Please provide a brief summary of your current position, skills, qualifications and experience relevant to the Board: |  | | | | |
| Public Servant | Yes |  | No |  |  |
| Remote | Yes |  | No |  |  |

1. **REFERENCES**

In support of your nomination, please **attach** your current Curriculum Vitae to this application and provide the following information:

|  |  |  |  |
| --- | --- | --- | --- |
| Current Line Manager |  | Contact Number |  |
| Previous Line Manager |  | Contact Number |  |

1. **DECLARATIONS**

Please read each question carefully and answer truthfully.

|  |  |
| --- | --- |
| 1. Have you ever been refused registration, licensing or classification as a teacher in Australia or in any other country? | Yes No |
| 1. Have you ever had your registration, licensing or classification as a teacher or any other entitlement to teach cancelled, disqualified, suspended or withdrawn in any other country? | Yes No |
| 1. Are there, or have there been, any conditions (not including the Professional Development Framework condition) imposed on your registration or authorisation, either in the Northern Territory or elsewhere? | Yes No |
| 1. Have you ever been dismissed or have you resigned from employment in Australia, or in any other country following allegations by your employer of misconduct or incompetence? | Yes No |
| 1. Have you ever been, or are you currently, the subject of disciplinary proceedings, or any other action that might lead to such proceedings, in relation to your employment in Australia or in any other country? | Yes No |
| 1. Have you ever been convicted or found guilty of an offence? | Yes No |
| 1. Have you ever been charged with an offence, whether or not you have been found guilty, or are there any charges in relation to any offence pending? | Yes No |
| 1. Are you aware of any matter before the Board, or aspect of the role of a Board member, which you have a conflict of interest with, or which may affect your ability to perform the functions of a Board member? | Yes No |
| 1. I will meet all requirements of a Board member, including and preparing for and attending all Board meetings. | Yes No |

**5. ACKNOWLEDGEMENTS**

I have read the information attached and completed all relevant sections of this form. I understand and acknowledge that:

|  |  |
| --- | --- |
| I am responsible for considering the requirements and expectations of the role of a Board member, and for notifying my principal/manager/delegate of my intent to submit this nomination, and the potential impact on my work place. |  |
| I am required to attach my current Curriculum Vitae to this form as part of my nomination, and if selected for appointment to the Board, I may be required to obtain a national police check. |  |
| All information in this form, and attached, is true and correct. |  |
| That I commit to all privacy and confidentiality requirements in participating in matters presented to Board. |  |
| That I, to the best of my knowledge, am not aware of any potential conflicts of interest I have in relation to the business of the Board, or with matters before the Board. |  |
| That I understand I have been appointed to a statutory body and that I have a statutory role to perform. |  |
| That I understand that I am required to understand and apply the provisions of the *Teacher Registration (Northern Territory) Act 2004* and the *Teacher Registration (Northern Territory) Regulations 2004.* |  |
| That I understand the role of a Board member and that I am required to attend Board meetings, and that I can contact the Secretariat team with the Board on [secretariat.trb@trb.nt.gov.au](mailto:secretariat.trb@trb.nt.gov.au) if I require clarification on the role and responsibilities. |  |

Applicant Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: