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## 29. Appendixes

### 29.1 Appendix 1 - Election of Committee Members

The Bendigo JBC consists of at least 10 members. There are compulsory members as appointed by the BBA, including Chairperson, a BBA Delegate Representative, Treasurer and the DoCAD. The Administrator/Pathway Coordinator is appointed by Bendigo Stadium Limited.

Other committee members are elected by the BBA. Appointment of committee positions is by endorsement as nominated and voted on by the JBC.

All applicants are required to have a valid WWCC and may be required to undergo a Criminal History check.

It is expected that all JBC members hold active positions within the JBC consisting of:

- Chairperson
- DoCAD
- Basketball Pathways Coordinator (BSL staff member)
- Treasurer
- Bendigo Basketball Association Delegate
- Coaches Liaison
- Media Liaison
- Team Manager Liaison
- Uniform & Equipment Coordinator
- Sponsorship Coordinator
- Fundraising Coordinator
- Grants Coordinator
- Child Safety Officer

Applicants are expected to nominate a minimum of two from the above committee positions.

#### Process

- All elected committee positions are to be declared vacant every 12 months, and applications are called for, and must be in writing from the 1st of May each year.
- Applications close at midnight on 10th June and are to be emailed to the Pathways Coordinator (late applications cannot be accepted).
- All applications will be collected by the Pathways Coordinator who will provide these to the BBA Secretary immediately after the closing date.
- The JBC members are then elected by the BBA Board at their following Board Meeting.

- The BBA Secretary will advise all applicants of the outcome and the successful applicants will be invited to attend the JBC meeting in July where they will be elected by the JBC to one of the positions listed above, after all previous committee positions are declared vacant.

Any appeals regarding appointment of committee positions must be referred in writing to the BBA Board.

If a position becomes vacant at any other time, nominations may be called for in writing and voted on by current JBC members. If there are insufficient nominations to fill a position, this will be recorded in the minutes. At this point, the JBC may approach people with the necessary skills and appoint them to the position.



## 29.2 Appendix 2 – Junior Braves Committee Nomination Form

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Mobile:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Working With Children Check Number:** \_\_\_\_\_ **Expiry:** \_\_\_\_\_

**Do you currently have an athlete(s) participating in the Bendigo Basketball Association (BBA) Domestic Competition? Yes / No**

**Do you currently have an athlete(s) participating in the Junior Braves Program? Yes / No**

**Nomination:** You must nominate for at least two of the following positions. Applications with only one preference will not be considered (select below). Place a 1 in the relevant box for your first preference, and a 2 in the box for your second preference. More than two can be selected.

	Chairperson		Team Manager Liaison Officer
	Media Liaison Officer		Uniform & Equipment Coordinator
	Sponsorship Coordinator		Grants Coordinator
	Fundraising Coordinator		Child Safety Officer
	Coaches Liaison Officer		

To be eligible for election to the committee you must be prepared to accept an active position.

There are times throughout the duration of the Junior Braves Committee season that all Committee members are expected to assist at events. These are, and not limited to, the below times of year.

- Junior Braves selection trials (July/August)
- Commencement of new season activities (such as an induction or welcome day)
- Junior Braves Photo Day
- Bendigo Junior Classic (Australia Day long weekend)
- Basketball Victoria Tournaments held in Bendigo.

**Declaration**

I hereby nominate for a position on the Junior Braves Committee (JBC), and I accept the position on the Committee with the understanding I may be required to undergo a Criminal History Check.

If approved to the JBC, I agree to abide by the conditions outlined in the Junior Braves Operational Policies and Guidelines to the best of my ability.

I do not have anyone in my immediate family that is a current member of the Committee or is also applying to go on to the Committee.

In the case where there may be a conflict of interest related to an agenda item, I will acknowledge this at each Committee meeting and exclude myself from voting on this item.

I also understand by nominating to the Committee that I may be elected to any of the above positions, and that I will give the time required to perform this position to the best of my ability.

Person nominating	Signature	Date

Completed nomination forms are to be electronically submitted to:

Basketball Pathways Coordinator - [basketballpathwayscoordinator@bendigostadium.com.au](mailto:basketballpathwayscoordinator@bendigostadium.com.au)

Applications are to be received by the 10th June each year.

Late applications may be accepted based on the needs of the JBC at the time.

All applications will be treated with confidentiality and passed only to the Secretary of the BBA for tabling at the appropriate BBA meeting.

**To be completed by the BBA Board**

Nomination Approved?	For / Against	Carried?	Yes / No
Nomination Accepted by _____			
Nomination Seconded by _____			
Noted by BBA Secretary		Yes / No	
Name _____		Signature _____	