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**MINISTRY OF SOCIAL  
DEVELOPMENT**  
TE MANATŪ WHAKAHIATO ORA

## Collective Impact Board

### Candidate Information – Community Representative Board Member

The Ministry of Social Development is seeking community nominations for six Community Representatives on a new Collective Impact Board. The Board will give advice on how to enhance services for whānau affected by the events of 15 March 2019.

#### About the Collective Impact Board

The Collective Impact Board (the Board) is recommendation 26 of the Royal Commission of Inquiry (RCOI) into the terrorist attack on Christchurch masjidian on 15 March 2019.

The Board will enable public sector agencies, non-government organisations and affected whānau to agree on ongoing wrap-around services that best support affected whānau, survivors and witnesses.

The Collective Impact Board consists of six Community Representatives, as well as senior representatives from relevant government agencies.

#### Community Representatives on the Collective Impact Board

##### Community Representatives on the Collective Impact Board will:

- champion the views of whānau and people living in communities affected by the events of 15 March 2019
- be committed to work with a diverse range of community members and Board members for the greater good of the community impacted by the events of 15 March 2019
- engage widely with the community, bring together information on the issues and concerns they face, and inform the Board to develop the Kaiwhakaoranga Specialised Case Management Service
- keep up to date with issues and trends affecting individuals, whānau and communities
- contribute to each Board meeting to ensure the voices of the community are heard and responded to
- actively contribute to advice and high-level decisions on the future service needs of the community
- actively contribute to discussions on the tasks and functions of the Kaiwhakaoranga Specialised Case Management Service

- assist with the ongoing development of the Kaiwhakaoranga Specialised Case Management Service to ensure it fulfils the ongoing needs of individuals, whānau and members of the community
- attend each Board meeting and undertake activities as needed on behalf of, and responsible to, the Board
- prepare for meetings, read agendas, minutes, reports and other documents, so they can actively participate in discussions and decisions
- understand and maintain confidentiality
- avoid or positively resolve potential conflicts of interest
- sign a Code of Conduct and uphold the responsibilities of Board members, as in the Terms of Reference.

#### **Community representatives will also:**

- be able to see others' points of view and debate an issue, calmly and assertively in a non-judgmental way
- have a passion for making a difference and improving people's lives
- have the skills to work with a diverse range of community members impacted by the events of 15 March 2019.

Community representatives on the Collective Impact Board need to be over 18 years old.

### **Commitment and fees**

It is anticipated that Community Representatives will be appointed for one year.

Initially, the Board will meet monthly. This may change over time.

Fees for attendance at meetings are in accordance with the *Cabinet Fees Framework - Group 4: All Other Committees and Other Bodies*.

Community Representatives will receive:

- \$395.00 (including GST) to prepare for and attend a scheduled full-day Board meeting
- \$197.50 (including GST) to prepare for and attend a scheduled half-day Board meeting.

All meeting related fees payable to an individual are subject to withholding tax by Inland Revenue.

Board members will receive:

- secretariat support from the Ministry of Social Development

- access to training to develop their governance skills
- regular updates from the Kaiwhakaoranga Specialised Case Management Service
- support from the existing wider support network.

Board members representing government agencies will not receive additional remuneration for their membership and participation.

## Appointment process

Nominations can be made from 15 March 2021 until 5pm on 29 March 2021. Late submissions will not be considered.

There are two options to nominate community representative candidates:

- Affected whānau may nominate themselves to fairly and effectively represent their community. To do this, fill in the green *Self-Nomination Form - Community Representative*.
- Affected whānau may nominate someone else from the affected community to fairly and effectively represent them and their community. To do this, fill in the blue *Nomination Form - Community Representative*.

A curriculum vitae (CV) is optional but appreciated. Candidates are welcome to provide other documents to support of their nomination.

Nominations should be emailed to the Ministry of Social Development at:  
[collectiveimpactboardnominations@msd.govt.nz](mailto:collectiveimpactboardnominations@msd.govt.nz)

Candidates will be sent confirmation their email has been received.

Once nominations have closed, a panel of community and government agency representatives will assess nominations against set criteria. Candidates who may meet the expectations of the role will be asked to meet with the selection panel. Following these meetings, the panel will recommend the preferred candidates to the Associate Minister for Social Development and Employment.

Candidates will be notified and appointed by 14 May 2021.

## More information or translation support

- If you have questions, please email [collectiveimpactboardnominations@msd.govt.nz](mailto:collectiveimpactboardnominations@msd.govt.nz)
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