

**ANMF NT Branch Council Position vacant**

One (1) casual vacancy is still available.

One due to a resignation

**ANMF Rules 51 CASUAL VACANCIES**

**51.1** Where any casual vacancy occurs in any elected office of the Federation or a Branch and

the expired part of the term of the office exceeds:

 **51.1.1** 25% of the term of the office.

 **51.1.2** The Federal Council or the relevant Branch Council, as the case may be, may fill that casual vacancy by appointing thereto a person who is eligible to nominate for and hold the office in question.

**Qualifications for Office (Branch Council) and Nomination**

To hold a position as a Branch Councillor, you need to have been a continuous financial

member of the Australian Nursing & Midwifery Federation Northern Territory (ANMFNT) for 12

months or more, to nominate yourself. ANMF Rule 46.

**Term of Office**

ASAP 2025, until 29th November 2026. (normally a 2-year term [30/11/24-29/11/26])

**What Branch Council do?**

1. Each branch is to adopt and maintain an accounting system which complies with the applicable accounting standards and maintain the financial position of the Branch and meet its obligations. Oversee budget constraints & approvals. ANMF Rules Clause 53.1 & 67.1.1
2. Oversee membership reports, incoming of new members, re-joined & transfer in members. Approval of membership is finalised by Branch Council.
3. Keep & view comprehensive statements to be viewed by Branch Council monthly (at least 5 times per year). Approval of all spending of more than $3,000
4. Viewing monthly reports of matters arising within the branch
5. Abide by the Fair Work Act 2009 & Federal ANMF Rules particularly regarding ‘Governance & Compliance’.
6. Approximately 10 days prior to each meeting, the Branch Secretary sends the agenda, previous meeting minutes, business arising, new business, incoming/outgoing mail, financial monthly papers, membership movements and Organiser Reports. All papers need to be read prior to each meeting. Approx. time 1-2 hours (fluctuates).
7. Monthly meetings, except January of each year. 4th Monday of each month, Monday’s at 5pm via TEAMS or face-to-face. Timeline approx. 1-2 hours.
8. Branch Council are the ‘*Committee of Management’* for purposes of the Fair Work (Registered Organisations) Act 2009.
9. Oversee purchases, budgets, property, feedback on employment (hiring, firing & current employees). However, the Branch Secretary has overall responsibility of the office & employees.
10. Investigate complaints and grievance of NT members.

**Within 6 months of undertaking a position on Branch Council**

ANMF NT Branch will give free financial and governance training, within 6 months abiding by the FW Act 2009 & ANMF Rules. Timeline approx. 3 hours (2 hours workbook, & one (1) hour on-line or face-to-face training.

**Positions on Branch Council**

Secretary

President

Vice-President

4 x Branch Executive

5 x Branch Councillors (1 vacancy)

Total positions (not including the Secretary) = 11 positions

**How to apply for a position on Branch Council**

If you could write a short email, where you work, your passions for nursing/midwifery.

Why you would like to join Branch Council.

Please email the Branch Secretary

secretary@anmfnt.org.au



Cath Hatcher

ANMF NT

Branch Secretary