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| Yellingbo Conservation Area  Community Reference Group |
| Application Form – Expression of Interest |

**Applications close 23:59, Tuesday, 11 June 2019**

Application Form

| Part A: Candidate Information |
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| Full Name: |  |  | | |  | Date: |  | |
|  | *Last* | *First* | | | *Title* |  |  | |
| DOB: |  | | Gender |  | | | | |  |
| Address: |  | | | | | | |  |
|  | *Street Address* | | | | | | | *Apartment/Unit #* |

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| --- | --- | --- | --- |
|  |  |  |  |
|  | *City* | *State* | *Postcode* |

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| Phone: |  | Email |  |

Position(s) for which you are applying:

* Chairperson 🞏 Board Member

| Part B: Curriculum Vitae Information |
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Please attach a copy of your Curriculum Vitae and list any qualifications below

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| Qualifications: |

| Part C: Skills, Knowledge and Experience |
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Please provide a summary of your experience, skills and knowledge in relation to each of the criteria specified below, and detailed in the Position Description

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| 1. **An active and engaged community member with preferences for local knowledge of the Yellingbo and east Dandenong Ranges area.** 2. **Demonstration of existing community networks within the Yarra Valley and south Dandenong Ranges area.** 3. **Effective and verbal communication and interpersonal skills including the ability to respectfully discuss issues with other group members**. 4. **Demonstrated ability to work in a committee/team environment or prior committee experience**. 5. **Be able to show demonstrated knowledge/experience in one or more of the following fields conservation, agriculture and horticulture, recreation, tourism, Aboriginal cultural values, fire risk management and control.** |

| Part D: Board and Committees’ Experience |
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Current membership of Commonwealth, Victorian, local government, and non-government bodies (i.e. Board memberships, committees, council memberships, community groups)

Board & Chair Appointments

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| Organisation | Position | Tenure | # of terms served |
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Current Committee, Membership and Community Commitments

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| Organisation | Position | Tenure | # of terms served |
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Previous Relevant Board/Committee Experience

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| Organisation | Position | Tenure | # of terms served |
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| Part E: Specific/special skills |
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Please provide a summary of any additional skills relevant to the role.

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| Part F: Referees | | | |
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| Please provide details of two referees. Advise your referees that they may be contacted about your application. | | | |
| Name | Daytime Phone | After Hours Phone | Relationship to you |
|  |  |  |  |
|  |  |  |  |

| Checklist and Applying |
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| To apply, please prepare and complete:   * This application form, outlining your relevant skills, experience and knowledge in relation to the Key Selection Criteria (found in the Position Description document) and * your personal curriculum vitae.   Note:   * Should you be short listed for interview, you will then be requested to complete and submit the original, signed, hardcopy versions of the following forms:   + Declaration of Private Interests form   + fit2work National Police Checking Service Application/Consent Form, and   + Diversity Information and Privacy Consent Form.   DELWP uses the personal information you have provided to undertake ASIC and AFSA checks as detailed in the “Information for Applicants” document.  By applying, you certify that your answers are true and complete to the best of your knowledge. False or misleading information in this application or interview may result in my termination of appointment. |

| Submission |
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| Applications are to be submitted by emailing **YCACRG@delwp.vic.gov.au** include this expression of interest application form and your curriculum vitae.    All documents are to be attached as a Microsoft Office Word document.  Alternatively, your application can be mailed to  Merryn Kelly,  Regional Manager,  Natural Environments Program  DELWP  123 Brown Street  Heidelberg. 3084.  Additional enquiries or assistance with completing your application can be directed to YCACRG@delwp.vic.gov.au or call on (03) 9450 8776 or 0409 548 001  **Applications close at 23:59 on Tuesday 11 June 2019** |