Regional Advisory Councils
Expression of Interest
Information Handbook
2011
### Part E
Schedule of Regional Advisory Council regions and corresponding local government areas

#### Metropolitan RAC boundaries/committees:
- **Eastern Metropolitan**
  - City of Booroondara
  - Knox City Council
  - Manningham City Council
  - Maroondah City Council
  - Monash City Council
  - City of Whitehorse
  - Yarra Ranges Shire Council
- **Southern Metropolitan**
  - Bayside City Council
  - Cardinia Shire Council
  - City of Casey
  - Glen Eira City Council
  - Frankston City Council
  - City of Greater Dandenong
  - City of Kingston
  - Mornington Peninsula Shire
  - City of Port Phillip
  - City of Stonnington
- **North & West Metropolitan**
  - Banyule City Council
  - Brimbank City Council
  - City of Darebin
  - Hobsons Bay City Council
  - Hume City Council
  - Maribyrnong City Council
  - City of Melbourne
  - Melton Shire Council
  - Moonee Valley City Council
  - Moreland City Council
  - Nillumbik Shire Council
  - City of Whittlesea
  - Wyndham City Council
  - City of Yarra

#### Regional Victorian RAC boundaries/committees:
- **Hume**
  - Alpine Shire Council
  - Benalla Rural City Council
  - Greater Shepparton City Council
  - Indigo Shire Council
  - Mansfield Shire Council
  - Mitchell Shire Council
  - Moira Shire Council
  - Murrindindi Shire Council
  - Strathbogie Shire Council
  - Towong Shire Council
  - Wangaratta Rural City Council
  - Wodonga City Council
- **Barwon South West**
  - Colac-Otway Shire Council
  - Corangamite Shire Council
  - Glenelg Shire Council
  - Greater Geelong City Council
  - Moyne Shire Council
  - Borough of Queenscliffe
  - Southern Grampians Shire Council
  - Surf Coast Shire Council
  - Warrnambool City Council
- **Loddon Mallee**
  - Buloke Shire Council
  - Campaspe Shire Council
  - Central Goldfields Shire Council
  - Gannawarra Shire Council
  - Greater Bendigo City Council
  - Loddon Shire Council
  - Macedon Ranges Shire Council
  - Mildura Rural City Council
  - Mount Alexander Shire Council
  - Swan Hill Rural City Council
- **Gippsland**
  - Bass Coast Shire Council
  - Baw Baw Shire Council
  - East Gippsland Shire Council
  - Latrobe City Council
  - South Gippsland Shire Council
  - Wellington Shire Council
- **Grampians**
  - Ararat Rural City Council
  - Ballarat City Council
  - Golden Plains Shire Council
  - Hepburn Shire Council
  - Hindmarsh Shire Council
  - Horsham Rural City Council
  - Moorabool Shire Council
  - Northern Grampians Shire Council
  - Pyrenees Shire Council
  - West Wimmera Shire Council
  - Yarriambiack Shire Council
Victorian Multicultural Commission Overview

The Victorian Multicultural Commission (VMC) is a statutory authority providing independent advice to the Victorian Government on matters relating to multicultural affairs, citizenship and the promotion of diversity in the Victorian community. Its role includes establishing stronger links between Victoria’s diverse communities and the Government, and researching and reporting to the Minister for Multicultural Affairs and Citizenship on systemic and community-wide issues.

The VMC is established under the Multicultural Victoria Act 2011 (the Act), and its objectives are to:

(a) Promote full participation by Victoria’s diverse communities in the social, cultural, economic and political life of Victoria; and
(b) Promote access by Victoria’s diverse communities to services made available by governments and other bodies; and
(c) Encourage all of Victoria’s diverse communities to retain and express their social identity and cultural inheritance and to promote mutual respect; and
(d) Promote co-operation between bodies concerned with multicultural affairs and diversity; and
(e) Promote unity, understanding and harmony among Victoria’s diverse communities; and
(f) Promote a better understanding of Victoria’s diverse communities; and
(g) Promote interaction between individuals and communities from diverse backgrounds; and
(h) Promote the social, cultural and economic benefits of diversity; and
(i) Promote the rights and responsibilities of citizenship as a unifying force that strengthens our diverse multicultural community; and
(j) Promote community service as a principle that builds a stronger society.

Regional Advisory Councils

Function and Role of Regional Advisory Councils

The function of the Regional Advisory Councils is to provide advice to the VMC on matters relating to the objectives and functions of the VMC.

In undertaking this function, Regional Advisory Councils will:

• Advise the VMC on settlement issues in the region;
• Advise the VMC about local multicultural affairs and citizenship issues and other related matters affecting the local region which require research, policy development or other forms of attention by the VMC;
• Assist the VMC to promote the benefits of cultural and religious diversity;
• Advocate on behalf of culturally and linguistically diverse (CALD) communities; and
• Provide advice on communication, engagement and consultation with CALD communities.

Regional Advisory Committee Composition

A Regional Advisory Council may have up to 13 appointed members comprising:

• The Chairperson, who is a Commissioner of the VMC.
• 7 – 9 Community Representatives who are:
  (a) Local residents in the region;
  (b) Representatives from community organisations, agencies and/or service providers who have a focus on provision of services to multicultural communities in the region;
  (c) Representatives from local business organisations;
• One representative who will be appointed as Deputy Chair of the Regional Advisory Council; and
• Up to 3 Local Government Representatives.

Membership of a Regional Advisory Council shall always comprise more community members than government members.

All members will be invited by the VMC to join the Regional Advisory Council, and are appointed by the Minister for Multicultural Affairs and Citizenship on the basis that they reside in the area and have knowledge of local multicultural affairs and citizenship issues.

Members will serve on a voluntary basis, with no sitting fees, though reimbursement for reasonable travel expenses may be available.

Members will serve for two year terms. At the end of the term, members may stand down or renominate for an additional term.
Part A
Application Process

Who can apply?
Nominations are welcome from people with the capabilities and expertise to contribute regional information about issues relating to multicultural affairs and citizenship in Victoria.

Appointees to Regional Advisory Councils are expected to represent the broad interests of the region, and must be available for participation in committee meetings and activities. Members are required to be people of good character who reflect accepted standards of community behaviour.

All appointees will be required to complete the Expression of Interest form, which will be assessed by the VMC against the selection criteria.

All appointees will be required to satisfactorily complete standard probity checks including a National Police Record Check, a check of the Australian Securities and Investment Commission register of disqualified/prohibited persons, and a search of the Insolvency and Trustee Service Australia’s Personal insolvency Index.

The VMC will aim to ensure that Regional Advisory Council members reflect the diversity of the regional community.

With the exception of the Chair, appointees must reside in and/or have a demonstrated affiliation with the region that the committee represents.

Submitting an Expression of Interest
To submit an expression of interest for appointment to a Regional Advisory Council, you will need to:

• Complete the Expression of Interest form;
• Provide a one to two page resume of skills, experience and qualifications;
• Provide supporting information on your capabilities and expertise in relation to the RAC selection criteria; and
• Provide details of two referees.

You may apply for a position as either a Community Representative or a Local Government Representative. Refer to Parts B and C for further information on what you should include in your application.

Part B
Applications for Appointment as a Community Representative

Interested in being a Community Representative?
Community Representatives are expected to be local people with an interest and history in working with local and regional multicultural communities. They should be able to bring an understanding of local multicultural and citizenship issues, and have good networks across multicultural communities.

Applications are encouraged from:

• Individuals (who are not representing a group);
• People who are able to represent local service providers who have a focus on provision of services to multicultural communities; and
• People who can represent local business organisations.

Selection Criteria
If you are interested in applying for appointment as a Community Representative to a Regional Advisory Council you should address the following selection criteria in addition to completing the Expression of Interest form:

• Knowledge and understanding of the needs and issues affecting multicultural communities in the region;
• An interest and involvement in local and/or broader multicultural community affairs, advocacy and networks;
• An interest and understanding of Government services and programs from a multicultural community perspective;
• Direct links to local multicultural community populations and/or organisations;
• Leadership, vision and ability to champion regional interests;
• Ability to reflect the economic, social and cultural diversity of the region; and
• Sound communication, interpersonal and group skills, and the ability to effectively present community views and interests.

For those applying as a representative from a local service provider or local business organisation, you should also demonstrate:

• An ability to gather commitment and support for regional and local initiatives;
• The ability to represent, promote and advocate on behalf of the Regional Advisory Council with other local organisations; and
• The ability to establish local and regional networks to facilitate wide consultation and provide broad accountable feedback to government.
Interested in being a Local Government Representative?

Local Government Representatives are expected to be senior managers with their local government who have responsibility for areas that interact with multicultural affairs and citizenship issues (such as health and human services, community and recreation, planning, community wellbeing etc). Councillors with experience in these areas are also encouraged to apply.

It is expected that Local Government Representatives are able to work effectively with their colleagues across the region and to represent the views of other councils where necessary.

Selection Criteria

Local Government Representatives should address the following selection criteria in addition to the skills required of Community Representatives (refer Part B), as well as completing the Expression of Interest form:

- An ability to gather commitment and support for regional and local initiatives;
- The ability to represent, promote and advocate on behalf of the Regional Advisory Council with other local government; and
- The ability to establish local and regional networks to facilitate wide consultation and provide broad accountable feedback to government.
- Expertise in one or more of the following areas is desirable:
  - Health and Human Services
  - Community and Recreation;
  - Planning; and
  - Community wellbeing.

Nominees for appointment to a Regional Advisory Council will be assessed on their capabilities and expertise, as outlined Parts B and C.

Members are expected to have high standards of conduct and ethics in applying principles and practices of corporate governance. Appointees to Regional Advisory Councils will be required to comply with the Victorian Public Service and Directors’ Codes of Conduct (www.ssa.vic.gov.au).

In assessing expressions of interest for appointment, the following probity checks will be undertaken:

- Referee and Qualifications Checks;
- National Police Record Check;
- A check of the Australian Securities and Investment Commission’s register of disqualified/prohibited persons; and
- A search of the Insolvency and Trustee Service Australia’s Personal Insolvency Index.

These checks may include requesting certified copies of relevant qualifications. Applicants will need to sign the EOI form declaring that the information submitted is true and correct and giving permission for relevant checks to be made.
EXPRESSION OF INTEREST FORMS
SHOULD BE EMAILED OR POSTED TO:

RAC@vmc.vic.gov.au

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For further information: Ben Gullquist on 03 9651 0681.

Applications for appointment close on 30 September 2011.