



# Director elections information sheet

## About Primary Health Tasmania

Primary Health Tasmania is a non-government, not-for-profit company limited by guarantee working to connect care and keep Tasmanians well and out of hospital.

The organisation is one of 31 similar organisations funded under the Australian Government's Primary Health Networks Program established to support and enable a coordinated, primary care-focused health system.

For information on our role, priorities and commissioned services visit our website [What we do - Primary Health Tasmania](#). Our Strategic Plan is also available at [About us - Primary Health Tasmania](#). Information on our Board is available at [Our Board - Primary Health Tasmania](#).

## Director elections 2022

Under the Primary Health Tasmania Constitution (article 9) there is provision for up to 9 directors on the Board through a mix of elected and appointed positions.

At the 2022 Annual General Meeting there will be 2 elected director vacancies.

Both the current directors - one completing a first term and one completing a second term - are eligible to stand for re-election.

Applications are sought from people with sound professional governance skills and expertise across at least 2 industry skills - these are outlined in the **skills matrix**.

Primary Health Tasmania is committed to creating a diverse working environment. Board diversity is important to us and we encourage people with different backgrounds to apply regardless of age, gender, sexual orientation, disability or cultural background.

Commencing in November 2022 the elected terms are for 3 years to 2025.

Applicants must be based in Tasmania.

## Application process

1. Recruitment for the director vacancies **closes Tuesday 13 September 2022 COB**.
2. Applicants are encouraged to read the **position description** (contains details of selection criteria and time commitment) as well as the **skills matrix** (used to ensure the right balance of professional and industry skills across the Board). These documents are available on the website at [Our Board - Primary Health Tasmania](#) along with the Primary Health Tasmania Constitution.
3. To apply applicants will need to:
  - provide a cover letter
  - complete the application form (includes a referee)
  - address the selection criteria (see position description)
  - provide a CV.

Note the application form and a template for the selection criteria is also available on the website [Our Board - Primary Health Tasmania](#)

4. Return completed applications via email or post:
  - [chair@primaryhealthtas.com.au](mailto:chair@primaryhealthtas.com.au) with the subject line 'Confidential: Board Director Application', or
  - Board Director Application, Primary Health Tasmania, GPO Box 1827, Hobart 7001.
5. A Nominations Committee has been convened to oversee assessment of applications and shortlist for interview with representation from the Board and tier 1 membership. This committee is tasked with providing recommended candidates to the Board and for member vote. All applications - internal and external - will be considered by the nominations committee.

## Important dates

- Applications close Tuesday 13 September 2022 COB.
- Shortlisting will take place immediately from 14 September 2022
- Interviews are planned for 23 September 2022 (may be subject to change)
- The AGM is scheduled for 16 November 2022 (confirmed)

## More information

If you would like to discuss your interest, application or have any queries, please contact:

- **Graeme Lynch AM**, Chair  
Email [chair@primaryhealthtas.com.au](mailto:chair@primaryhealthtas.com.au) or phone 6341 8700 (to schedule a time)
- **Phil Edmondson**, Chief Executive Officer/Company Secretary  
Email [pedmondson@primaryhealthtas.com.au](mailto:pedmondson@primaryhealthtas.com.au) or phone 6341 8700
- **Annaliese Caney**, Manager Governance and Strategic Engagement  
Email [acaney@primaryhealthtas.com.au](mailto:acaney@primaryhealthtas.com.au) or phone 6213 8200

## Primary Health Tasmania Limited

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