



BOARD OF TRUSTEES

FREQUENTLY ASKED QUESTIONS

If you are interested in being a candidate for the PNZCT Board of Trustees the following information may be helpful.

1. What are the requirements of a Trustee on the PNZCT Board of Trustees?

The responsibilities of a Trustee include: -

1. To oversee management, finances, and quality;
2. Set strategic direction and establish ethical standards, values, and compliance;
3. Be diligent, attend meetings and devote sufficient time to preparation for meetings to allow for full and appropriate participation in the Board's decision making;
4. Observe the confidentiality of non-public information acquired by them in their role and not disclose to any other person such information that might be harmful to the Trust; and
5. Act in accordance with their fiduciary duties, complying with the spirit as well as the letter of the law, recognising both the legal and moral duties of the role.

2. What is the length of a term as a Trustee?

Two (2) years.

3. How many terms may a Trustee serve on the Board?

A Trustee may serve for a maximum of six (6) consecutive years (3 terms).

4. Number of Board members in total and representation across New Zealand?

The Board is comprised of seven (7) Trustees. There is no assigned representation by region. All Trustees are elected by the membership on their individual merit although regional spread is a consideration.

5. How often does the Board meet and where?

Board meetings are currently being held bimonthly by video conference and some of these may become physical meetings in Wellington at the discretion of the Board. Board Standing Committees meetings are held in the intervening month. Trustees can therefore expect to attend at least one meeting a month.

In addition, the Board members are expected to attend the National Hui (Annual Meeting) which is held in Wellington in October each year.

6. Am I expected to be available for any out of session meetings or conference calls?

Trustees may expect 4-5 one-hour out of session meetings per year, in addition to the monthly Board meeting.

7. Are there numerous committees?

Standing committees include: Finance Audit & Risk, Clinical, Policy, and Human Resources. Additional committees may be formed ad hoc based upon the needs of PNZCT and the Board of Trustees. Most committee work occurs via video conference and email.

8. How many days per year will I invest in the work of the Board?

To satisfy Board roles and responsibilities, Trustees will be expected to commit approximately 14 full days per year to Board activities. Reviewing background documentation, minutes, etc. may total approximately one (1) day per month.

9. What are the benefits of Board participation?

The Board of Trustees plays a key role in setting the strategic direction of PNZCT to help achieve its objectives and goals:

1. To ensure Parkinson's is a financially sustainable organisation.
2. To be an inclusive organisation with our activities catering for the needs of people affected by Parkinson's, irrespective of age, race, ethnicity and socio-economic status.
3. To improve our service to better meet the needs of Maori living with Parkinson's, their whanau and carers.
4. To ensure our clinical services are of the highest standard and meet the needs of PwP and Parkinsonism conditions, their whanau and carers.
5. To establish strong relationships with central government and health-related decision-makers to ensure strong advocacy for the needs and interests of people living with Parkinson's.

10. Will I receive compensation and/or reimbursement of expenses, etc?

All travel, accommodations and meal expenses incurred by Trustees in carrying out the Board mandate are reimbursable by PNZCT as per financial policies.

11. How do I get involved?

Individuals who are PNZCT members in good standing and are motivated to serve on the Board of Trustees, are invited to submit a nomination form signed by two (2) current members of your regional Action Group.

12. Where can I get further information?

Should you require further information regarding the nomination and election process, please contact Parkinson's NZ National Office at 0800 473 4636, or by email at info@parkinsons.org.nz

Please visit www.parkinsons.org.nz for more information about the Trust and to see a list of current Trustees. <https://www.parkinsons.org.nz/about-us/meet-board>