



# VOLUNTEER NOMINATION FORM

## for a 355c Committee

Under the Local Government Act 1993 Section 355, Council is able to delegate some of its functions to a committee of Council. Council uses this delegation and appoints community people to be involved with the management of the facilities & services they use.

Volunteers undertake approved work on Council land, facilities, services and events, such as sporting facilities, parks, reserves, halls, environmental projects, libraries, band, choir and advisory roles.

Forward this form to an **Executive Member** of the **355c Committee** you wish to volunteer with.

The Committee Executive will then forward it to:

**Volunteers Coordinator**

Port Stephens Council

PO Box 42, Raymond Terrace NSW 2324

[volunteers@portstephens.nsw.gov.au](mailto:volunteers@portstephens.nsw.gov.au)

Phone 4980 0202 Fax 4983 1296

<b>355c Committee Name:</b>	
<b>Volunteer Name:</b>	
<b>Address:</b>	
<b>Contact Details:</b>	<b>Phone:</b> _____ <b>Mobile No:</b> _____
	<b>Email:</b> _____
<b>Date of Birth:</b>	
<b>Experience/ Special Interests:</b>	

**I agree to:**

- Abide by Council's 355c Committee Terms of Reference, Code of Conduct, Policies, Procedures and Directives from Council Officers and to act only within the scope of my committee's delegations.
- Attend Port Stephens Council Volunteer Induction Training as soon as practical.

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

This Nomination can be endorsed at a Committee Meeting, or by a joint decision of the 355c Committee Executive Members, where it is to be noted at the next meeting of the Committee meeting.

**Name of Executive Member:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date of Committee Meeting or endorsement by Committee Executive:** \_\_\_\_\_

*(Volunteers Coordinator requires evidence of endorsement by ALL Committee Executive, such as email correspondence)*