



Guidelines for Nomination for the Palliative Care Victoria Board

The Board of Palliative Care Victoria (PCV) invites nominations from PCV members who are willing to contribute to the governance of PCV and its work, to ensure that all people with a life-limiting illness and their families are supported to live, die and grieve well.

The Board is seeking new Directors who can expand or enhance its mix of skills, experience and diversity (see Board Skills Matrix on page 3), and who are able to contribute demonstrated:

- experience in marketing, fundraising and communications;
- experience in board governance;
- strategic thinking and change management;
- personal experience as a consumer of palliative care;
- personal values that are consistent with the values of PCV.

Experience in palliative care and end of life care in relation to chronic illness, aged care, disability care, and / or primary health care is desirable but not essential.

The PCV Board is comprised of up to 9 directors, including up to 7 directors elected by PCV members and up to 2 directors appointed by the Board. Directors serve in a voluntary capacity and are usually elected for a three-year term, but this can vary subject to other requirements in the Constitution.

The Position Description for PCV Board Directors is [available from our website](#)

Directors can expect to contribute an average of 6 hours or more per month. They are expected to participate in Board education and strategic planning, and to contribute on a Board sub-committee. The current sub-committees are:

- Governance
- Finance, Risk & Compliance
- Engagement

At the **AGM to be held on Friday 13 November 2026**, an election will be held for four member elected positions on the Board. Nominators and seconders supporting candidates who are applying to be a nominee must be current financial members of PCV at the time of signing the PCV Board Director Nomination Form (available from PCV website).

Candidates who are being nominated must be current PCV members – either an individual member or belong to a member organisation.

For further information about nominations for the PCV Board,
please contact Violet Platt, CEO and Secretary
vp Platt@pallcarevic.asn.au or 03 9662 9644

Nomination Process

The nomination must be:

- (a) in writing, using the Nomination Form on PCV website;
- (b) signed by two other members:
 - (i) where the nominee emanates from a member organisation, one signatory must be the official representative of the member organisation;
 - (ii) where the nominee is the official representative of the member organisation, the nomination should be signed by two other members; and
 - (iii) where the nominee is an individual member, the nomination should be signed by two other members;
- (c) accompanied by the written consent of the candidate to act as Director and a signed statement by the nominee declaring they are a responsible person on the Nomination Form; and
- (d) include your Director ID number. If you do not already have an ID number you can apply for one online at the Australian Business Registry Services website. <https://www.abrs.gov.au/director-identification-number/apply-director-identification-number>
- (e) PCV requests that the nominations be submitted to the secretary **by 5.00 pm on Friday 4 September 2026**. Whilst the formal closing date is 42 days prior to the date of the AGM, this earlier submission will enable the provision of further information regarding the role and responsibilities of a Board Director (see below).

In the second half of September 2026 nominees will be invited to meet with members of the Governance Committee who will provide an explanation of the roles and responsibilities of a Board Director at PCV. The nominee can then make an informed choice if they wish to proceed with their nomination. Information about nominees will be shared with the PCV membership in the PCV AGM suite of information and voting will occur at the PCV Annual General Meeting.

Please send the completed nomination form, together with nominee profile (word or PDF) and nominee photo by email to ceo@pallcarevic.asn.au.

PCV Board Skills Matrix - November 2025

Name: Term expires: Qualifications	Director	Director	Director	Director	Director	Director	Director	Director	Director	Average
	Kelly Fogerson Nov-2026 GAICD, RN, MACN, M Nursing, MBA, Grad Dip Nursing (no sps)	Sandeep Bhagat Nov-2028	Arunesh Choubey Board	Kate Johnson Nov-2027 GAICD, MBA, MLeadership, Post Production), Maste r of Engg (IT), MBA, (psych/Genetics) Six Sigma Black Belt	Jennifer Phillip Nov-2026	Holly Pitt Nov-2026	Adrian Hart Board Appointment Masters in Business, GAICD	Katrina Recoche Nov-2027	Director	Director
Skills / Experience	Total	Scale (1-5): 1 = No skills and/or experience: 2 = Basic skills and/or experience: 3 = Operational skills and/or experience: 4 = Quals and experience or good local knowledge: 5 = Quals and working in industry								
Board governance and leadership	29	5		5	5	4	3	5	2	4
Board membership	29	5		5	5	4	3	5	2	4
Business growth	26	5		5	4	3	3	5	1	4
CEO/Executive experience	25	5		4	5	4	1	5	1	4
Capital infrastructure/capital	25	5		5	3	4	2	5	1	4
Community connection	26	5		3	3	5	4	3	4	4
Consumer / carer experience	23	4		2	3	4	4	3	3	3
Financial - accounting	23	4		5	4	3	2	4	1	3
Financial - audit	22	4		5	3	3	2	4	1	3
Financial - public/ NFP	24	4		5	5	3	2	4	1	3
Service Planning/forecasting	26	4		5	5	5	3	3	1	4
Fundraising &/or Philanthropy	22	3		3	4	3	2	4	3	3
Government relations, advocacy	25	4		3	4	3	3	4	3	4
Research & evidence based practice	26	4		3	3	5	4	2	5	4
Education	27	4		3	3	5	4	3	5	4
Data and metrics	27	3		5	4	5	3	5	2	4
Health - administration	20	4		2	2	5	2	4	1	3
Health - clinical	18	5		1	1	5	3	1	2	3
Health - palliative care	28	5		3	2	5	5	3	5	4
Human resource development	29	4		4	4	4	4	5	4	4
Innovation	31	3		5	4	5	4	5	5	4
Information technology	22	3		5	3	2	3	4	2	3
Artificial Intelligence	20	3		4	3	2	1	4	3	3
Cybersecurity	19	3		3	3	3	3	3	1	3
Law - corporate	16	3		3	2	2	2	3	1	2
Law - NFP	15	4		2	3	2	1	2	1	2
Marketing & Communications	27	4		4	3	4	4	4	4	4
Occupational Health & Safety	23	4		3	3	2	4	4	3	3
Quality systems	27	4		5	4	4	4	3	3	4
Risk management	28	4		5	4	3	4	5	3	4
Strategy development	30	4		5	4	4	4	5	4	4
Workforce	28	4		5	4	4	5	3	3	4