



ZWN Board of Trustees - Info Sheet for Nominees

Why you should consider standing for the Board of Trustees

- ZWN is growing. We need strong governance to ensure this growth period is managed well and that ZWN continues to represent the interests of its members. Being part of the Board is an opportunity to have an impact on how community resource recovery is viewed nationwide.
- Formal and informal peer support. You'll get to spend time with super passionate, experienced and knowledgeable people. Some of Board have been involved in the community resource recovery sector since it first began in New Zealand, and most of them manage community resource recovery organisations and/or projects and have in-depth knowledge of the sector. It's a really great way to build relationships with other groups doing the same kind of work as you. They're a very handy group of people to know!
- Being in the loop. The Board and the ZWN network have a much broader reach than most individuals have themselves, in terms of the information sources they are linked to. We keep each other informed about developments happening in the resource recovery sector.

What kinds of people are we looking for?

It is best if you have some knowledge of what community recyclers and/or zero waste educators do in their day-to-day lives. However, all kinds of knowledge and experience are valuable;

1. Practical resource recovery operations, health and safety, machinery and equipment, HR, admin.
2. Education for sustainability – promotion, media, schools, workshops, community engagement, businesses
3. Lobbying, campaigning, submission writing
4. Research, writing, promotion and publicity
5. Financial and accounting skills
6. Governance and community liaison
7. Community enterprise and business development

The key ingredient is being able to work with all kinds of different people to get things done.



How much time do I need to have to invest?

- Monthly meetings (3-4 hours a month) – reading, follow up, small project tasks, zoom call.
- Face to Face meetings and annual hui (6+ days a year) – planning, strategy, budgeting, Hui and AGM
- Project work – (5+/- days a year) – submissions, organisational development, lobbying meetings, liaison, visiting local members

Who pays for time, travel and other expenses?

ZWN will cover travel and accommodation expenses associated with face-to-face meetings if required.

Where we have funded projects with a secure revenue stream costs for time, travel and other expenses may be funded through specific ZWN budgets.

Some organisations consider the time Exec members spend on ZWN work to be part of their job description and cover time under their salary/wages. Some ZWN Board members volunteer their time. For most it is a combination of both.

How does the Exec communicate?

1. Monthly meetings via Zoom so you need access to a computer, broadband and the ability to take part in a zoom call.
2. Communication is generally by email so confidence with receiving and sending information electronically is important.
3. Face to Face – we have three face to face meetings each year. Meetings are usually held in the first and third quarters of the year, and one at the Annual Hui. They usually take 2 days, we hold them at a central location to keep costs low.

The formal stuff

Our Trust Deed makes provision for 10 Trustees, four of which are permanent positions, and six of which are fixed-term positions. These fixed term positions are decided on by a voting process (see below), and the term is two years. Only representatives from Full ZWN members may stand for election, although the Executive has the right to co-opt individuals from the general public, including Associate ZWN members, onto the Board, if needed.

The procedure for the voting of the Board of Trustees is as follows:

- Voting is based on a majority vote. Only paid up Full members may vote, with one vote per member organisation.



- Voting takes place at the ZWN AGM and is led by the current Chair, unless they are up for re-election, in which case a Board member who is not up for re-election should lead the process.
- Nominees do not need to be present at the meeting at which voting occurs.

Please get in touch with ZWN's Executive Officer if you have any questions or would like more information.

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