

Information guide

April 2016

Optometry Board of Australia nominee member of the Optometry Council of Australia and New Zealand (OCANZ)

Guide for applicants

This information package includes:

- information about the role
- selection criteria
- selection process, and
- sitting fees and remuneration information, if application is successful.

Please also refer to the application documents:

- application form with declarations
- national criminal history check consent form, and
- declaration of private interests form.

Information for potential candidates

Introduction

The Optometry Board of Australia (the Board) seeks expressions of interest from suitably qualified and experienced optometrists interested in being the Board's nominee member of the Optometry Council of Australia and New Zealand (OCANZ).

AHPRA

AHPRA supports the National Boards in managing the registration and notifications for health practitioners and students across Australia. AHPRA has a national office based in Melbourne and offices in each state and territory to support local boards and committees.

National Boards

The following 14 National Boards regulate the corresponding health professions under the Health Practitioner Regulation National Law:

- Aboriginal and Torres Strait Islander Health Practice Board of Australia
- Chinese Medicine Board of Australia
- Chiropractic Board of Australia
- Dental Board of Australia
- Medical Board of Australia
- Medical Radiation Practice Board of Australia
- Nursing and Midwifery Board of Australia
- Occupational Therapy Board of Australia
- Optometry Board of Australia
- Osteopathy Board of Australia
- Pharmacy Board of Australia
- Physiotherapy Board of Australia
- Podiatry Board of Australia
- Psychology Board of Australia

Optometry Council of Australia and New Zealand

The Optometry Council of Australia and New Zealand (OCANZ) was established in 1996 with support of the optometrists registration boards in Australia and New Zealand, the Heads of the Optometry Schools, Optometry Australia and the New Zealand Association of Optometrists. All are represented on OCANZ.

OCANZ is an independent external agency that assesses overseas optometry qualifications and conducts a competency-based examination for international optometrists. It also assesses, for the purposes of accreditation, the Australian and New Zealand optometry courses.

For more information about OCANZ, please visit the [OCANZ website](#).

Commitment

The Board's nominee member of OCANZ is asked to represent the interests of the Board with the understanding they are not an agent of the Board. The Board requires a brief annual written report summarising the nominee's activities as a member of OCANZ.

The nominated person will be expected to attend the annual general meeting in person with the potential for a further meeting via teleconference if required.

Membership and term of appointment

The appointment is for a period of three years with eligibility for reappointment and expected to commence in mid 2016.

Selection criteria

In selecting a nominee, the Board will give regard to the following selection criteria:

1. Holds current registration with the Board.
2. Is a well regarded and experienced optometrist.
3. Has previous experience as a member of a previous board or committee under the National Scheme.
4. Is not currently a member of any OptomBA committee or advisory group.
5. Has not been an employee of OCANZ within the past 5 years.

Attributes

The nominee is expected to demonstrate the following attributes:

1. *Displays integrity*: is ethical, committed, diligent, prepared, organised, professional, principles-based and respectful, values diversity, and shows courage and independence
2. *Thinks critically*: is objective and impartial, uses logical and analytical processes, distils the core of complex issues and weighs up options
3. *Applies expertise*: actively applies relevant knowledge, skills and experience to contribute to decision-making
4. *Communicates constructively*: is articulate, persuasive and diplomatic, is self-aware and reflects on personal impact and effectiveness, listens and responds constructively to contributions from others
5. *Focuses strategically*: takes a broad perspective, can see the big picture, and considers long term impacts
6. *Collaborates in the interests of the scheme*: is a team player, flexible and cooperative, creates partnerships within and between boards and AHPRA.

The nominee must be a practising or experienced registered health practitioner with current and recent practice experience of good standing in the health profession for which the National Board is established.

Responsibilities

The role of the members is to appoint the OCANZ Board of Directors and receive the annual report and financial statements, as well as having significant legal responsibilities as the joint 'owners' of OCANZ including oversight of the constitution.

Membership of OCANZ brings with it specific functions and responsibilities under the OCANZ constitution. The nominee may be required to sign an agreement with OCANZ, accepting to carry out the role in accordance with the constitution. For more information, please [download a copy of the constitution](#).

Selection process

Shortlisted applicants may be interviewed and assessed to ensure that they have the necessary qualifications, skills and experience for the position. Applicants are also required to provide information on whether they are current members of other government or statutory bodies.

Applicants will be required to provide proof of identity, and if shortlisted undergo probity checks, which include:

- a national criminal history check
- an Australian Securities and Investments Commission disqualification register check, and
- a National Personal Insolvency Index check conducted through the Australian Financial Security Authority.

A check of National Board records will be undertaken to ensure that the practitioner is of good standing. Copies of relevant documents are included in this package for your information.

Referee reports

Referee reports are an important part of the selection process and at least one report will be obtained for all shortlisted applicants. Shortlisted applicants are asked to nominate three referees who can support the application relevant to the key selection criteria and duties of the position.