

# Regional Arts Development Fund (RADF) Committee Nomination Information

## Introduction

Thank you for your interest in becoming a member of Cook Shire Council's Regional Arts Development Fund (RADF) Committee

Established in 1991, the RADF program is a state and local government partnership that supports local artists and arts and cultural activities in Queensland communities. As part of a renewal process, councils now implement locally tailored RADF programs based on locally relevant decision making processes, delivery models and priorities.

This form features a brief overview of the RADF program, how it is delivered in Cook Shire, and the responsibilities of Committee members. If you have any questions please do not hesitate to contact Council's RADF Liaison Officer on 07 4069 5444 or [mail@cook.qld.gov.au](mailto:mail@cook.qld.gov.au).

## Program Overview and Delivery

RADF promotes the role and value of arts, culture and heritage as key drivers to:

- support diversity and inclusivity;
- grow strong regions; and
- provide training, education and employment opportunities for Queensland artists and local communities.

RADF has the following objectives:

- Support local artists and arts and cultural activity to deliver value for local communities.
- Provide opportunities for local communities to participate in arts and cultural activities.
- Invest in locally-determined priorities delivered through arts and cultural activity.
- Contribute towards current government priorities.

Cook Shire Council meets local arts and culture priorities through a combination of Council strategic initiatives and delivery of a community grant program.

## The RADF Committee

As a RADF Committee member you will be assisting the delivery of Arts Queensland and Council investment by voluntarily promoting the program and assessing and providing recommendations to Council on grant applications.

A key outcome of the renewed program is a broader engagement with Cook Shire's diverse communities through participation in RADF activities and decision making around RADF investment.

To achieve this Cook Shire's RADF Committee members will be selected on the following:

- Their ability to represent the Shire's diverse community groups;
- Their interest in supporting arts and culture in Cook Shire;
- Their willingness to promote the RADF program;
- Their ability to assess applications with impartiality; and
- Their ability to be readily contacted via email.

The Committee will be made up to six community members and a nominated Councillor as Council's representative. Council's representative will serve as the Committee Chair.

Committee Members may serve for a maximum of three years, with an option to step down after one year. Committee members who have served for a continuous three year term are generally required to 'rest' for a period of 12 months before being eligible for re-election although tenure may be extended at the discretion of Council.

## Responsibilities of Committee Members

### 1. Attend and participate in RADF meetings

There will be between two or three assessment meetings per year. In special circumstances additional meetings may be held. An agenda and copies of grant applications to be assessed will be distributed prior to the meeting via email.

### 2. Assess RADF applications and acquittals in a fair and unbiased manner

### 3. Familiarise yourself with Council's RADF guidelines and relevant policies and plans

As well as the guidelines, grants are to be assessed against how well the application aligns with Council's Arts and Culture Policy, Arts and Culture Strategy Document and corporate and operational plans.

### 4. Promote the RADF program and identified local priorities

### 5. Participate in RADF training

### 6. Abide by the RADF Committee Code of Conduct

### 7. Work as a team member with the RADF Committee to support arts and cultural activities in Cook Shire

## Selection Process

Nominations are to be submitted to Council's RADF Liaison Officer.

Received nominations will be assessed by the RADF Committee Chair, Council's Mayor and Chief Executive Officer.

All applicants will be notified of the outcome of their submission.

## Support Material

Please attach a current resume/CV and any letters of support from community organisations.

## Information and assistance

For further information about the Regional Arts Development Fund program please contact Council's RADF Liaison Officer on 07 4069 5444 or [mail@cook.qld.gov.au](mailto:mail@cook.qld.gov.au).

## Regional Art Development Fund (RADF)

# Committee Nomination Form

Title:  Mr  Miss  Mrs  Ms  Other (please specify)

Given names:

Surname:

Street Address:

Town:

State:

Postcode:

Mobile:

Work:

Home:

Email:

Have you previously been a member of a RADF Committee?  Yes  No

If yes, please provide the name of the Council and dates served:

Council:

Dates:

Please indicate if you represent one or more of these groups:

Aboriginal people

Australian South Sea Islanders

Women

Older people (over 55 years of age)

Torres Strait Islanders

People from culturally and linguistically diverse backgrounds

People with a disability

Children and young people (30 years and under)

Men

Local community

Please explain how you represent the groups you have selected (ie: personally identify as, professionally, through training etc)

Please outline your interest and/or experience in arts and culture:

Why would you like to be on Council's RADF Committee:

Please attach the following documents to support your nomination:  resume/CV  
 letters of support from community organisations

### Information Privacy

The information you provide in this nomination form will be used by Council to process and assess your nomination (including verification of information) and, if successful, in connection with your membership of the Committee.

The Council may disclose this information to Arts Queensland. The information may be used by the Council or Arts Queensland for reporting purposes, training, systems testing and process improvement. The information may be anonymised and used for statistical purposes.

The names of the members of the RADF Committee may be published on the Council website and/or on the Arts Queensland RADF website.

The Council and Arts Queensland treat all personal information in accordance with the *Information Privacy Act 2009*. The provisions of the *Right to Information Act 2009* apply to all documents in the possession of Council or Arts Queensland.

### Certification

I, the undersigned, certify that:

- I have read and understood the roles and responsibilities of a RADF Committee member.
- The statements and information provided in this nomination form are true and correct to the best of my knowledge.
- I give permission for Council to verify statements outlined on this form.

Signature: \_\_\_\_\_

Date:  /  /

Name in full: