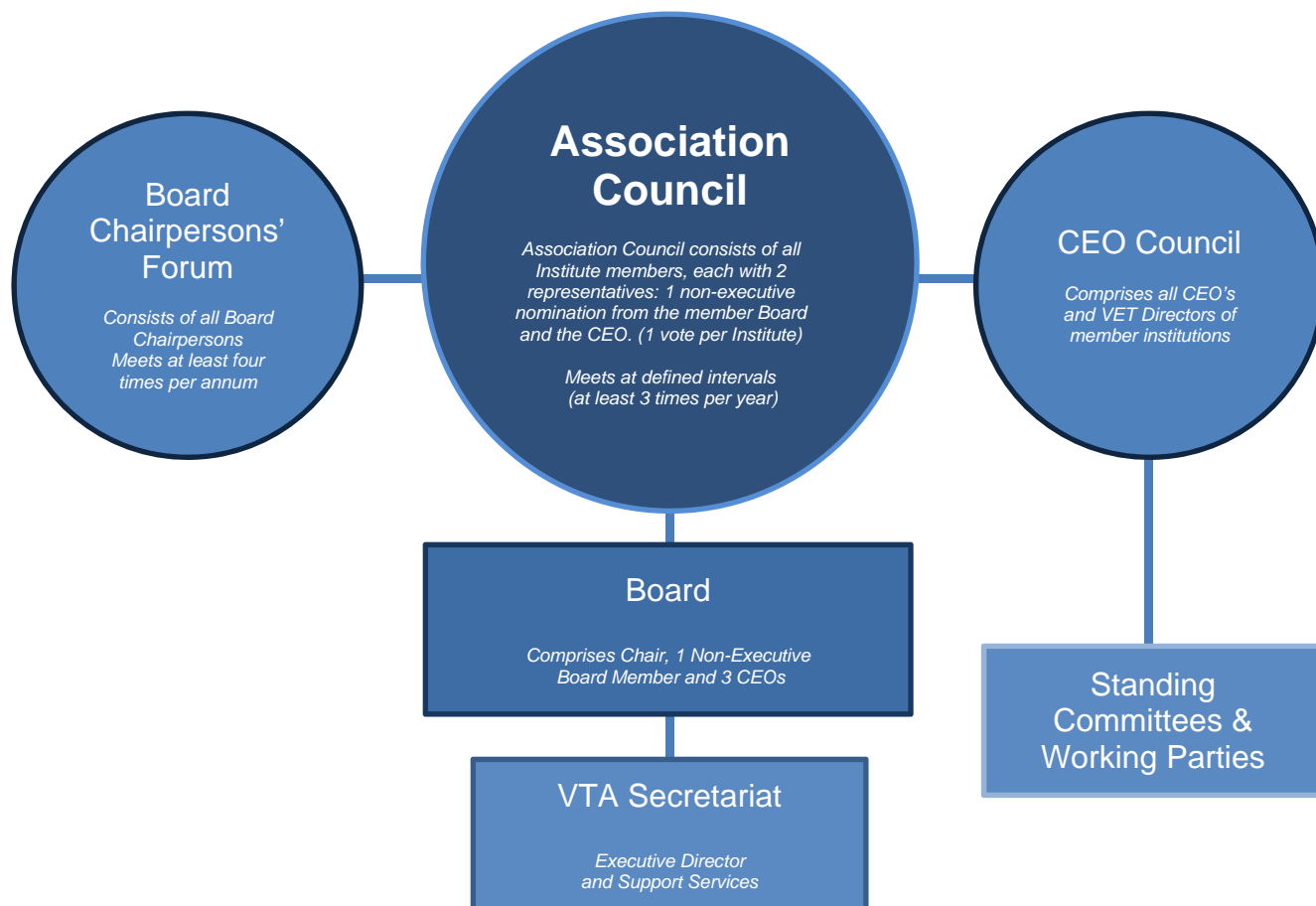


# Victorian TAFE Association Structure



**Association Council:** Responsible for governance and strategic direction of the Association, and employing body for VTA staff.

Association Council, consists of all Institute members; one vote per Institute, two representatives - one non-executive nomination of Council and the CEO. Meets at defined intervals (at least three times per year).

Association Council formally delegates responsibilities for particular tasks to the Board and CEO Council.

**Board:** Responsible to Association Council for oversight of operations of the Association and provides direction to the Executive Director. Determines structure and roles of VTA secretariat and appoints staff.

Board members elected by the Association Council. Comprises five members including a Chair, one Non-Executive Board member and three CEOs. Treasurer nominated from the Committee. Meets at least six times per year.

The Board may delegate responsibility for particular tasks to the CEO Council, particularly with respect to the functions of Standing Committees.

**Board Chairpersons' Forum:** Provides advice, policy formulation and development of the strategic direction of the VTA. Consists of all Board Chairpersons. Promotes networking and information sharing among Board Chairpersons. Meets at least four times per annum.

**CEO Council:** Provides advice, policy formulation and development of the strategic direction of the VTA in building the capabilities of members and influencing public policy debate. Meets at least ten times per annum.

**Standing Committees:** Standing Committees formed to drive policy formulation, strategic direction, advocacy and implementation of policies linked to the strategic directions of the Association. The Standing Committee structure is reviewed annually.

# Victorian TAFE Association Structure



**Working Parties:** Established from time to time by Association Council, Board, Board Chairpersons' Forum or CEO Council for addressing particular issues; such as specific initiatives to drive achievement of the Association strategy or being implemented or priorities or reviews being addressed by bodies such as the Department of Education from time to time, for which the Association's input is required.

**VTA Secretariat:** Responsible for implementing the policies of the Association Council and CEO Council and provides services as determined by members. Priorities, work agenda and resource allocation set by the Board based on VTA Strategic and Business Plans.