

## Medicinal Cannabis Council of Australia (MCCA)

### BOARD NOMINATION PACK

This Nomination Pack sets out the eligibility requirements, governance standards, and documentation required for nomination to the Board of the Medicinal Cannabis Council of Australia (**MCCA**). Directors are expected to uphold the highest standards of governance, independence, transparency and collective responsibility.

Confidential – Governance Use Only

## 1. Director Duties and Governance Expectations

### Fiduciary Duties

- Act in good faith in the best interests of MCCA as a whole
- Exercise care and diligence
- Avoid improper use of position or information
- Declare material personal interests
- Maintain confidentiality
- Support collective Board decisions

### Behavioural Expectations

- Act with integrity and professionalism
- Demonstrate respectful, constructive engagement
- Uphold MCCA's reputation and sector credibility
- Prioritise sector-wide interests over organisational interests
- Contribute to a culture of accountability and transparency
- Contribute a minimum of 5-10 dedicated hours per month, which may vary from month-to-month based on activities such as the UIC and ACannabis conferences, ministerial consultations, advocacy work etc. Monthly Board meetings take up 1.5 to 2 hours of this allocation
- Expectation to attend and contribute to facilitating MCCA Conferences and associated activities

## 2. Eligibility Criteria

### Membership Requirements

- Nominee must hold a position within as a financial member of MCCA
- Nominating entity must be a current financial member

### Governance Requirements

- Nominee must satisfy fit-and-proper person standards
- All declarations in this pack must be completed
- Nominee must not have been previously disqualified from serving as a director

### Regulatory Integrity

The Nominee must declare:

- any regulatory sanctions (TGA, ODC, AHPRA, ASIC, ACNC, etc);
- any criminal convictions; and
- any bankruptcy or insolvency history.

### 3. Director Nomination & Consent

Name:

Director ID: Position/Company:

Nomination Category: *(please tick one below)*

Industry Director

HCP Director

Independent Director

Patient Representative Director

Signature:

Date:

Nominated By (Financial Member):

Name:

Position/Company:

Signature:

Date:

#### **4. Nominee Statement**

**Statement of Motivation: (max 150 words)**

Why you wish to serve on the MCCA Board and what you aim to contribute

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**Sector Experience (max 150 words)**

Relevant experience in medicinal cannabis, healthcare, life sciences or related fields.

**Professional/Management Experience (max 150 words)**

Leadership, governance, commercial, regulatory, or policy experience

## 5. Skills Matrix Self-Assessment

Rate each area:

1 = Awareness | 2 = Working Knowledge | 3 = Strong Competence | 4 = Expert

<b>Skill Area</b>	<b>Description</b>	<b>Proficiency Scale</b>
<b>Governance and Board Effectiveness</b>		
Corporate governance	Understanding of director duties, fiduciary responsibilities, governance frameworks	_____
Strategy and policy	Ability to shape long term direction, sector positioning, policy priorities	_____
Risk oversight	Experience identifying and overseeing strategic, regulatory and operational risks	_____
Board experience	Prior board or committee experience	_____
Ethics and accountability	Commitment to ethical leadership and sector credibility	_____
<b>Regulatory and Compliance</b>		
Regulatory frameworks	Knowledge of Australian therapeutic goods/medicines regulations	_____
Compliance and quality systems	Understanding of GMP, GACP, pharmacovigilance, reporting obligations	_____
Policy and advocacy interface	Experience engaging regulators, consultation, policy reform	_____
Legal and governance risk	Ability to interpret regulatory/legal implications	_____
<b>Clinical and Patient Care</b>		
Clinical practice/healthcare	Medical, pharmacy, nursing or allied health expertise	_____
Patient-centred care	Understanding patient access barriers	_____
<b>Industry and Commercial Expertise</b>		
Medicinal cannabis industry knowledge	Understanding cultivation, manufacture, supply chains	_____
Pharmaceutical experience	Broader medicines or healthcare sector experience	_____

<b>Skill Area</b>	<b>Description</b>	<b>Proficiency Scale</b>
Commercial strategy	Business models, revenue strategy, sector economics	_____
<b>Finance and Sustainability</b>		
Financial literacy	Ability to interpret financial statements and budgets	_____
Funding and revenue models	Membership models, sponsorship, commercialisation	_____
Audits and control	Risk controls, financial oversight	_____
Economic policy insight	Understanding of sector economics and sustainability	_____
<b>Legal and Corporate Affairs</b>		
Legal expertise	Corporate, regulatory, healthcare or administrative law	_____
Contracts and governance structures	Mergers, associations, constitutions	_____
Liability and risk	Understanding legal exposure in regulated sectors	_____
Public policy/government affairs	Legislative/regulatory engagement	_____
<b>Stakeholder and Advocacy Strength</b>		
Government relations	Experience engaging policymakers/regulators	_____
Industry representation	Ability to represent sector interests credibly	_____
Healthcare engagement	Links to medical/pharmacy communities	_____
Public communications	Media, messaging, sector narrative	_____
Coalition building	Working across industry, patients, clinicians	_____
<b>Sector-specific Strategic Capabilities</b>		
International markets/export	Knowledge of global regulatory and trade dynamics	_____
Manufacturing/Quality/GMP	Deep operational/regulatory manufacturing expertise	_____
Research and clinical trials	Clinical studies, RWE, data interpretation	_____

<b>Skill Area</b>	<b>Description</b>	<b>Proficiency Scale</b>
Digital health/data	Telehealth, prescribing systems, data governance	_____
Supply chain and distribution	Logistics, pharmacy/wholesale integration	_____
<b>Leadership and Organisational Capability</b>		
Executive leadership experience	CEO/senior leadership background	_____
Change and transformation	Mergers, sector evolution, growth phases	_____
Organisational culture	Ethics, professionalism, accountability	_____
Committee leadership	Chairing audit, governance, advocacy committees	_____

## 6. Conflict of Interest Disclosure

MCCA requires all Board nominees to disclose any actual, potential or perceived conflicts of interest prior to appointment.

Given MCCA's role as a national peak body advocating across:

- federal and state/territory government;
- regulators (including TGA and state/territory health departments);
- healthcare professionals;
- industry participants across the value chain; and
- international stakeholders,

full transparency is essential to maintain the integrity, independence and credibility of the Board.

This form enables the Nominations Committee and Board to assess whether any declared interests:

- create governance risk;
- require management strategies; and/or
- may limit eligibility for appointment.

### Definition of Conflict of Interest

A conflict of interest exists where a nominee's personal, financial, commercial, regulatory or professional interests could:

- influence decision-making;
- compromise independence;
- create divided loyalty;
- result in preferential treatment
- create a reasonable perception of bias

Conflicts may be:

- Actual (currently exists)
- Potential (could arise in future)
- Perceived (appears to exist to a reasonable observer)

**Disclosure of Interests**

“Please disclose interests that are material and could reasonably be perceived to influence your role as a Board Director. As nominees are expected to be active in the medicinal cannabis sector, only disclose interests that go beyond normal professional involvement. **Note:** “*Material*” refers to interests that could reasonably be perceived to influence your decision-making.

Attach additional pages if required.

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**A. Directorships, Advisory Boards or Committee Roles**

Please list all current directorships, board roles or formal advisory positions.

Entity	Position Held	Sector	For Profit/NFP
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**B. Shareholdings, Investments or Ownership Interests**

Do you hold any material financial interests (e.g., shares, options, beneficial interests) in entities where such interests could reasonably be perceived to influence your role?”

Yes  No

If yes, provide details (add additional pages if required):

Entity Name: \_\_\_\_\_

Nature of Interest: \_\_\_\_\_

Approximate % Holding (if material): \_\_\_\_\_

Role (if any): \_\_\_\_\_

### C. Professional or Commercial Relationships

Disclose any current, ongoing or significant consulting, contracting or commercial relationships with entities in the medicinal cannabis sector that could reasonably be perceived as influencing your role.

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### D. Regulatory or Government Relationships

Disclose any current employment or formal advisory roles with government or regulatory bodies directly relevant to medicinal cannabis regulation.

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### E. Family or Close Personal Relationships

Do any immediate family members (spouse/partner, dependent children) hold senior executive, regulatory, or board roles in organisations where such roles could reasonably be perceived to influence your duties?

Yes  No

If yes, provide details:

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## F. Competing Interests

Are you currently involved in any organisation whose objectives or advocacy positions materially conflict with those of MCCA?

Yes  No

If yes, provide details:

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## G. Other Relevant Interests

Disclose any other matter that could reasonably be perceived as influencing your role as an independent Board Director of MCCA

## 7. Director Declarations

I declare that:

- The information provided in this application is true, complete and accurate to the best of my knowledge.
- I understand that failure to disclose relevant interests may impact my eligibility for appointment.
- I am not disqualified from managing corporations.
- I have not been convicted of fraud or dishonesty in the past 5 years.
- I am not an undischarged bankrupt.
- I agree to comply with the MCCA Constitution.
- I agree to adhere to the MCCA Conflict of Interest Policy and Code of Conduct.
- I understand collective board responsibility.

Nominee Name: \_\_\_\_\_

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

Date: \_\_\_\_\_

## 8. Confidentiality & Governance Undertaking

If appointed, I will treat all Board materials as confidential, not disclose information without authority, not use Board information for personal or commercial gain, and maintain confidentiality after cessation of office, including refraining from making unauthorised public or media statements about MCCA's policies, processes or decision-making.

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

Date: \_\_\_\_\_

## 9. Submission Instructions

Completed nominations must be received **by 5:00pm (AEST) Monday 13 April 2026**.

Submit to: [info@mccaus.org.au](mailto:info@mccaus.org.au).

### For Use by Nominations Committee Only

Eligibility Confirmed:  Yes  No

Conflict Identified:  Yes  No

Skills Matrix Reviewed:  Yes  No

Overall Risk Assessment:  Low  Moderate  High

Recommendation:  Eligible  Eligible with Conditions  Not Recommended

Committee Member: \_\_\_\_\_

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

Date: \_\_\_\_\_