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| Higher Education and Skills Group  **Participation Branch Memo**  **Department of Education and Training** |

***NUMBER:*** *2016 / June / 1*

**TO:**

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| Learn Local organisations  *– ALL* | ACFE Board | ACFE Regional Councils |
| Adult Education Institutions | Learn Local Stakeholders | Participation Branch Staff |

**FROM:** Ryan Collins, Acting Director, Participation Branch

**DATE:** 1 June 2016

**SUBJECT:** *Vacancies on the**Adult, Community and Further Education Board*

**ACTIONS / CRITICAL DATES:**

* *To apply visit the Get on Board website at* <http://vacancies.publicboards.vic.gov.au> *and look under ‘Search Current Vacancies’.*
* *Applications close Thursday, 30 June 2016*.

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The ACFE Board is seeking expressions of interest for a number of positions on the ACFE Board which will commence in late 2016.

The ACFE Board’s mission is to increase the educational participation and attainment of adults, improve social inclusion and boost the human and social capital of Victoria. The ACFE Board provides stewardship on behalf of the Minister for Training and Skills for the adult, community and further education sector in line with Government priorities and the Board’s legislated functions.

Members are appointed for up to three years and are remunerated on a sessional basis.

**Suitability for appointment**

We are looking for people who represent and/or have an understanding of:

* the interests and views of individuals and groups who benefit from or use adult or community further education
* the diversity of communities in Victoria
* the importance of community-based provision of adult, community and further education.

**Expressions of interest are encouraged from:**

* People with an interest in skills development, those with an understanding of regional and rural Victoria, industry and business, community services organisations, youth agencies and local government.
* All members of the community including women, Indigenous people, those from regional and rural Victoria, young people, people with a disability and people from culturally and linguistically diverse backgrounds.

Applicants must provide a curriculum vitae, a Declaration of Private Interests, and consent to formal probity checks.

To find out more visit <http://www.education.vic.gov.au/acfeboard> or phone (03) 9651 4456.

Please bring this information to the attention of others who may be interested.