

ROLE OF THE CMKA BOARD OF MANAGEMENT – Frequently Asked Questions (FAQ's)

What does the CMKA Board of Management do?

The Board of Management provides the future direction and vision for the Counties Manukau Kindergarten Association (CMKA). It focuses on longer-term issues and the 'big picture' aspects of early childhood education that affect our Association.

What is the Board of Management responsible for?

- Ensuring high-quality early childhood education for tamariki, which is responsive to local community needs.
- The Board develops strategic goals to guide the future direction of the Association, and policy statements to guide the day-to-day management of the Association.
- Supporting the Chief Executive Officer in their management role by providing delegated authorities in administration, personnel, and finance matters to allow the Chief Executive Officer to manage effectively.
- Reporting annually to the kindergarten membership of the Association.
- Adhering to the CMKA and Board of Management Code of Conduct, and Board of Management Policy.

When does the Board of Management meet?

The Board meets monthly, at least 10 times per year, in the evenings at CMKA Head Office (or sometimes online) in Takaanini for approximately 2-3 hours. The Board has access to our Association dashboard, and digital board papers are distributed to all board members before each meeting, ensuring members are fully informed and can engage in any discussion.

Occasionally, when we review or develop a new key strategy, a working party, sub-committee, or group may be formed, which Board members can opt into.

How do I become nominated?

Nomination forms are available from your kindergarten Head Teacher, early learning centre Centre Manager, or from CMKA. Please refer to the details at the bottom of this page.

Why should I become a Board Member?

You will have an opportunity to use and develop skills involved in governing a charitable organisation, including:

- Meeting participation and decision-making
- Strategic planning, goals and vision
- Development of management plans
- Policy development

Board members often utilise these new skills in other employment opportunities to advance their careers and personal development.

Board members also receive a fee to attend Board Meetings, a travel allowance, and an expense allowance for costs related to their participation on the Board. Refer to the Board of Management Policy Appendix for further information about Board remuneration.

For further information on becoming a CMKA Board of Management member, or to visit a Board of Management meeting, please contact Adam Berry, Chief Executive Officer admin@cmka.org.nz or phone 09 299 8361.