# Candidate Information Sheet

## Library and Information Advisory Commission 2019 appointment process

The Minister of Internal Affairs (the Minister) is calling for nominations for a position on the Library and Information Advisory Commission (LIAC).

LIAC is an unincorporated body established under section 22 of the National Library of New Zealand (Te Puna Mātauranga o Aotearoa) Act 2003.

Its role is to advise the Minister, whose portfolio includes responsibility for the National Library of New Zealand, on:

* library and information issues, including mātauranga Māori, and access to library and information services;
* the role of library and information services, including mātauranga Māori, in the cultural and economic life of New Zealand; and
* any other matters requested by the Minister.

LIAC consists of up to six members appointed by the Minister after consultation with the Minister for Māori Development. The National Librarian is an *ex officio* member. A member’s term of appointment must not exceed three years, but a person may be reappointed as a member as long as the total of all their terms does not exceed six years.

LIAC typically meets four or five times a year. Attendance at additional meetings may be required from time to time. Fees for attendance at meetings are paid in accordance with the Cabinet Fees Framework. LIAC is a Group 4, Level 3 body under the Cabinet Fees Framework, with the Chair’s daily fee set at $400, and members’ daily fees set at $300. Note that these fees are currently subject to review.

**Skills and attributes required**

Applicants should be able to demonstrate one or more of the following skills.

* senior experience in public governance and accountability;
* knowledge of library and information management at a strategic level;
* knowledge of current educational theory and practice;
* knowledge of current and emerging information technology developments; and
* mātauranga Māori as it relates to the library and information sector (including archives and museums) and knowledge of te reo Māori and te ao Māori.

Any person nominated for appointment should provide a full, up-to-date curriculum vitae and a completed nomination form.

All nominees must declare any actual, potential or perceived conflict of interest or any other matter that may make their appointment inappropriate (for example, anything in their current or past personal or financial affairs). The Department of Internal Affairs may check the accuracy of any information relating to an application for appointment.

Nominations should be emailed to Craig Press at the Department of Internal Affairs at Craig.Press@dia.govt.nz for consideration by the Minister. Nominations must be received **no later than Friday 4 October 2019**.

Please note that any nomination provided may not necessarily result in the appointment of a particular person.