

NGĀ HAU E WHĀ CAMBRIDGE COMMUNITY MARAE

COMMITTEE MEMBER EXPRESSION OF INTEREST

Annual General Meeting 2026

MŌ TE KATOĀ – A PLACE FOR EVERYONE

Closing date

Completed Committee Member Expressions of Interest must be submitted by:

Monday 14 September 2026

Please return the completed form to: secretary@cambridgemarae.org

1. ABOUT THE MARAE COMMITTEE

Thank you for your interest in contributing your time, skills, experience and whakaaro to Ngā Hau e Whā Cambridge Community Marae.

Our vision is **Mō te Katoa – A Place for Everyone**. We are working towards a thriving community Marae that strengthens culture, wellbeing, learning, belonging and opportunity, while protecting the Marae and its kaupapa for future generations.

Trustees Govern — Committee Helps Deliver

The Trustees are responsible for governance, strategic direction and oversight.

The Marae Committee is an operational and advisory body that helps deliver approved Marae activities within responsibilities and authority approved or delegated by the Trustees.

Committee membership does not make a person a Trustee or confer independent governance authority. Submitting an Expression of Interest does not guarantee appointment.

2. YOUR DETAILS & CONNECTION

Full legal name:

Preferred name, if different:

Residential address:

Postal address, if different:

Phone number:

Email address:

Please briefly tell us why you would like to contribute to Ngā Hau e Whā and your connection to the Marae, mana whenua, Cambridge and/or the wider community.

This may include whakapapa, cultural, historical, whānau, community, service or other connections.

3. HOW WOULD YOU LIKE TO CONTRIBUTE?

Our Strategic Plan is organised around five Pou:

☐ **Kotahitanga — Community Connection & Celebration**

Events, festivals, community activities and strengthening participation and belonging.

☐ **Manaakitanga — Wellbeing & Care**

Hauora, kaumātua, whānau/community support and hospitality.

☐ **Whanaungatanga — Culture, Identity & Relationships**

Te reo Māori, tikanga, paepae, kapa haka, rangatahi, schools and cultural development.

☐ **Kaitiakitanga — Environment & Stewardship**

Mara Kai, rongoā, planting, environmental mahi, maintenance and sustainability.

☐ **Rangatiratanga — Leadership & Sustainability**

Fundraising, grants, venue activities, business/income initiatives, volunteer development and approved development projects.

☐ **More than one Pou**

What areas or activities would you most like to help with?

4. SKILLS AND EXPERIENCE

Please indicate the areas where you could contribute:

- ☐ Administration
- ☐ Events/programmes
- ☐ Project support
- ☐ Fundraising/grants
- ☐ Marketing/communications
- ☐ Social media/digital
- ☐ Community engagement
- ☐ Te reo Māori
- ☐ Tikanga/cultural activities
- ☐ Paepae development
- ☐ Kapa haka
- ☐ Rangatahi activities
- ☐ Kaumātua activities
- ☐ Education/training
- ☐ Hauora/wellbeing
- ☐ Mara Kai/rongoā/environmental mahi
- ☐ Working bees
- ☐ Buildings/grounds/maintenance
- ☐ Trades/technical skills
- ☐ Health and safety
- ☐ Hospitality
- ☐ Volunteer support
- ☐ Business/professional skills

☐ Other:

Briefly tell us about any relevant skills, knowledge or experience you could contribute.

Committee Members may have access to confidential, private, or commercially sensitive information. Are you willing to maintain confidentiality and follow the Marae's information-handling requirements?

☐ Yes

☐ No

Are you willing to take responsibility for agreed actions and provide progress updates when required?

☐ Yes

☐ No

5. COMMITMENT AND AVAILABILITY

Committee Members are expected to attend meetings, participate in agreed activities, contribute to projects, and complete responsibilities they accept.

Approximately how much time could you realistically contribute each month?

☐ 1 to 3 hours

☐ 4 to 8 hours

☐ 8 to 12 hours

☐ More than 12 hours

☐ Availability varies

Can you reasonably attend scheduled Committee meetings?

- ☐ Yes
- ☐ No
- ☐ Subject to work, whānau, or other commitments

Are you willing to contribute to agreed activities between hui?

- ☐ Yes
- ☐ No

Anything about your availability we should know?

6. WORKING TOGETHER, CONFLICTS & APPOINTMENTS

Committee Members are expected to work respectfully, collaboratively and responsibly, support the kaupapa and agreed strategic direction of the Marae, and work within their approved responsibilities and authority.

I understand that:

- ☐ Trustees govern and the Committee helps deliver.
- ☐ Committee membership does not confer Trustee or independent governance authority.
- ☐ I may only exercise responsibilities or authority properly assigned or delegated to me.
- ☐ I cannot make unauthorised financial, contractual, funding or other commitments on behalf of the Marae.
- ☐ I will maintain appropriate confidentiality and use Marae property and resources responsibly.
- ☐ I will disclose any actual, potential or perceived conflict of interest that may arise.

Conflicts of Interest

Do you currently have any relationship, financial, employment, contractual, business, organisational or other interest that could reasonably create an actual, potential or perceived conflict?

- ☐ Yes
- ☐ No

If yes, please briefly describe:

Disclosure of a relationship or interest does not automatically prevent appointment.
Relevant conflicts will be appropriately assessed and managed.

Appointment & Induction

Submitting this EOI does not guarantee appointment.

If selected, your role will be approved by the Trustees having regard to the Strategic Plan, operational needs, your skills and capability, availability and available resources.

Before commencing responsibilities, you may be required to complete relevant registration, induction, Code of Conduct, conflict, privacy/confidentiality, health and safety, role-specific training, delegation and lawful suitability requirements, depending on the role.

7. APPLICANT DECLARATION

I confirm that:

- ☐ the information provided is true and correct to the best of my knowledge;
- ☐ I support **Mō te Katoa – A Place for Everyone** and the kaupapa and values of the Marae;
- ☐ I understand the distinction between **Trustee governance and Committee operations**;
- ☐ I will work within my approved responsibilities and authority;
- ☐ I will contribute responsibly and respectfully to agreed mahi;
- ☐ I will not make unauthorised commitments on behalf of the Marae;
- ☐ I will maintain appropriate confidentiality and disclose relevant conflicts; and
- ☐ I will complete reasonable induction, training and suitability requirements relevant to my role.

Applicant's full name:

Applicant signature:

Date:

PRIVACY

Information provided through this form will be used to assess your Expression of Interest, match your skills and interests with appropriate Marae activities, identify and manage conflicts, complete any authorised appointment requirements, and maintain appropriate Committee records.

Information will be handled confidentially and shared only with people or authorities who reasonably require it for the assessment, appointment, Police Vetting, referee, governance, or operational process, or where disclosure is required or authorised by law.

Information will be handled securely and confidentially in accordance with the Privacy Act 2020 and applicable Marae information-governance requirements.

FOR MARAE USE ONLY

Date received: _____

Pou/area:

- ☐ Kotahitanga
- ☐ Manaakitanga
- ☐ Whanaungatanga
- ☐ Kaitiakitanga
- ☐ Rangatiratanga

Skills/capability match:

- ☐ Yes
- ☐ Further discussion

Availability suitable:

- ☐ Yes
- ☐ Discuss

Conflict identified:

- ☐ No
- ☐ Yes — management required

Proposed role/project: _____

Trustee decision:

- ☐ Approved
- ☐ Further information/discussion required
- ☐ Not appointed at this time

Role/responsibility confirmed:

- ☐ Yes
- ☐ Pending

Delegation required:

- ☐ No
- ☐ Yes

Suitability requirements:

- ☐ Not required
- ☐ Required
- ☐ Completed

Induction:

- ☐ Completed
- ☐ Pending

Notes:
