

MINUTES OF THE AUCKLAND BRANCH OF NZHBA 24.5.83 at Ann's

Present: Teresa W., Therese C., Carolyn, David, Ann, Barbara, Jenni, Dorothy, Joy, Mary, Brenda, Dave, Julie, Jeanette, Carolynn, Sheryl, Adrienne, Sue B.,

Apologies: Joan, Joanne, Alison J., Allison R., Deryn, Daphne, Sian

Conference: From resolution "that the committee of the HBA examine the constitution and bring recommendations to the 1984 AGM."

Sec. to write to Nat. Pres., H. Kemp, offering services of three Auckland people to study constitution together and put forward recommendations.

Refund of Conference Fees to Auck Ctte members.

Treasurer to return fees to any committee member who requests refund. Remainder to be retained by Auckland Branch as donations.

Local Body Elections: Suggested that HBA field a candidate in one or more of the Local Body Districts on Hospital Board ticket primarily for publicity during campaign period.

Mary N. to find out local body districts and cost.

Joy R. to approach 1983 candidates in as many districts as possible to establish their views on Home Birth.

Members will be asked to put forward their names as candidates in next newsletter.

Unpaid Subs: Jeanette has implemented new filing system for members, colour coding shows when subs due. Will have stamp made with reminder to be stamped on newsletter.

Matters Arising; Picket- South Auckland Health Department target rather than A. Malcolm's private residence.

Teresa to organise pregnant women/parents from Sth Auck. to present petition(?) to Sth Auck MOH.

Date/Time to be decided by next meeting

Committee for Self Dev.: Suggested that workshop in Media Assertiveness be organised as part of next regional conference.

Conference Coordinators: Coordinators from 1983 conference to write reports containing duties & suggestions to assist future coordinators.

Letters to M.P.s & MOHs: Support group organizers to ask parents for copies of replies received from aforementioned

1st Year Med Student Study: Teresa W received request from 4 female Med. Students doing study into reasons why women choose Homebirth.

Suggested that we ask Deryn to draw up comprehensive questionnaire to be printed in Sept Newsletter to collect this info. for future occasions.

Creche: Sian suggested we give donation to ATC Creche for use of facilities during conference.
\$40.00 donation passed.

Womens' Appt. File: The Advisory Cttee on Women (Govt. Body) has set up Women's Appt File containing the CV's of women willing to be nominated for service on statutory bodies.
CV forms were distributed - to be returned at next meeting.

Correspondence: Mary read the reply to her letter to A Malcolm
Replies to questions put to the Minister of Health by Members of the Opposition for HBA were read & and found to be evasive. More questions will be sent regarding hospital statistics to the next session.

Treasurer: Passed Mitchell/Hinton

030 Adrian Peat - Wine for conference	\$ 42.00
481 Alison Jones - Labels for conference & xeroxing	47.30
482 B Macfarlane - Postage	12.70
483 NZHBA - Phone Conference	72.88
484 Sth Auck Support Group	50.00
485 ATC Creche	40.00
486 ATC - Hire Fee for facilities (confer.)	210.00
487 Dorothy Fitzgerald	
488 Brenda H - Postage & Stationery	20.00

Annual Conference netted \$50.13 profit

Nat Council of Women: Auckland Branch to send two delegates -
Julie Lampitt & Margaret O'Meara

CV ADVICE

The Women's Appointment File (WAF) committee guarantees that information received will be used specifically for potential nomination to statutory bodies, and that information gathered will be used in a responsible manner, for the advancement of women in New Zealand.

We wish to standardise the Curriculum Vitae held, and the following advice will be of assistance to you:

- 1 Full name, with surname in typed capitals.
- 2 Full address, and postal address if different.
- 3 Electorate, in which you are currently residing. If the WAF committee decides to nominate you for a position, it may wish to enlist your local Member of Parliament's support for your appointment.

In such a case, you will be given the option as to whether or not you would like us to thus approach your MP, when we seek your consent to be a WAF nominee.

- 4 Telephone, both home and employment.
- 5 Date of birth.
- 6 Marital status.
- 7 Number of children.

While the WAF committee does not consider marital status or number of children necessarily relevant, it is usually required as standard information of all people who apply.

- 8 Tertiary Qualifications - include degrees/diplomas; years; institutions; courses taken (indicate major and minor subjects).
- 9 Other Educational Qualifications
 - (a) Secondary schooling; years; place; qualifications.
 - (b) List any awards, trade qualifications etc.
 - (c) It is important to list learning experiences other than those associated with the education system, e.g. WEA or community learning exchanges or personal learning.

10 &

- 11 Present Occupation and Previous Employment History - detail all jobs and name of employer in chronological order. Include domestic and other responsibilities.
- 12 Community Positions Held - see 13 below. Include dates and nature of position.
- 13 Extent of Community Experience - include for instance, voluntary welfare work, service on school committees, membership of pressure groups or special interest groups.
- 14 Public Office membership - date and nature of involvement, e.g. membership of statutory bodies. Refer to A Guide to Getting On.

- 15 Other Relevant Experience - include for instance, participation in organising a conference, setting up a Play Centre, Women's Group etc.
- 16 General Areas of Interest and Type of Bodies Interested In
 - refer to accompanying sheet on Interest Areas. (These are suggestions - include others if appropriate.)
 - Be as specific as you can, e.g. it is not enough to simply state "education" or "arts". You need to state Education: tertiary, or Arts: opera and administration. The type of body you would accept nomination to should accurately reflect your experience and expertise as well as your interest.
 - Details pertaining to 600 Statutory Boards and Bodies may be found in the booklet A Guide to Getting On which is available from The Women's Appointment File (see address below).
- 17 Referee - please check with referee.
- 18 Date - please remember to include this. You will be required to update your CV in the event of your selection as a WAF nominee.

General

Please type, if at all possible, and please do not write information on the reverse side of the CV as it will be glued on cardboard for filing ease. Use the standard CV form as supplied or set our information on plain paper using standard headings to a maximum of two pages of A4.

Please notify the WAF committee of any change of address or circumstances.

Send your completed Curriculum Vitae to:

Women's Appointment File
 P O Box 10-351
 Wellington

Perhaps you are aware of other independent women who would like to be considered for vacancies on Statutory Boards and Bodies. If so, please make this information available to your friends and encourage them to submit a curriculum vitae. Any suggestions for an improved curriculum vitae format would be welcomed.

CURRICULUM VITAE

1 Name

2 Address

3 Electorate

4 Telephone: Business
Private

5 Date of Birth

6 Marital Status

7 No of Children

8 Tertiary Qualifications
(Major subjects/Minor subjects)

9 Other Educational Qualifications

10 Present Occupation

11 Previous Employment History

12 Community Positions Held

13 Extent of Community Experience

14 Public Office Held

Date Nature of Involvement

15 Other Relevant Experience

16 General Areas of Interest

17 Name and Address of Referee

18 Date

INTEREST AREAS

ADMINISTRATION

Business Administration/Management
Public Administration
Public relations

AGRICULTURE AND FISHERIES

Marketing
Production (specify area)
Scientific

ARTS

Advertising
Censorship
Films
Historic Places
Journalism
Languages
Libraries
Literature
Media
Performing, visual
Publishing

EDUCATION

General Interest
Planning/Administration
- facilities
- general principles
Adult/Continuing
Early Childhood
Primary
Secondary
Specialist
Tertiary
Vocational Training

EMPLOYMENT

General Interest
Equal Pay/Opportunity

ENERGY

ENVIRONMENT

Botanical
Geography
Land Use
National Parks and Reserves
Pollution
Water
Wildlife

ETHNIC RELATIONS

Developing Nations
Maori Affairs
Minority Groups
Pacific Islands
Race Relations

FINANCE

General Interest
Accountants
Economists

FORESTRY

HEALTH

General Interest
Human Relations
Nursing
Nutrition
Medicine
- general practice
- specialist (area?)
Mental
Social Work/Counselling
Women's Health

HOUSING

JUSTICE

General Interest
Legal Practitioner

PEOPLE

Childcare
Disabled Persons
Elderly
Family Affairs
Human Rights
Immigration
Rural
Voluntary Agencies
Welfare Services
Youth

PLANNING

Government
Regional
Urban/Local
Community Development

POLITICS

International Affairs
Local Body
Political Parties
Trade Unions

RECREATION AND SPORT

Recreation/Leisure
Sport (Specify area)

RESEARCH

Demographic
Economic
Market
Scientific (specify area)
Social (specify area)
Women's Studies

TRADE AND INDUSTRY

Consumer Interests
Technology
Retailing

TRAVEL AND TOURISM

Tourism
Travel