

## ECA State/Territory Committees

### Code of Conduct

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#### Personal Attributes

All State/Territory Committee members expected to possess the personal attributes and behavioural qualities required to operate as an effective committee member, including:

**a) Commitment to the purpose of ECA**

Demonstrate a commitment to the vision, purpose and strategic priorities of ECA with the focus and time required to make a genuine and active contribution to the State/Territory Committee.

**b) Integrity and ethics**

Model our organisational values and the ECA Code of Ethics; understand and fulfil the duties and responsibilities of an early childhood professional, including ongoing professional development.

**c) Being an effective listener/ communicator/challenger**

The ability to listen and appropriately engage with other people's viewpoints; ask questions and challenge other committee members in a constructive way about key issues; and communicate effectively with a broad range of stakeholders.

#### Code of Conduct

All State and Territory Committee Members are bound by this Code of Conduct.

1. Support the objects, purpose and values of Early Childhood Australia.
2. Ensure that the State/Territory Committee is operating in a manner that is consistent with its Terms of Reference.
3. Promote ECA the work of ECA to the broader community in a positive and professional manner.
4. Comply with ECA's financial policies and procedures to support the effective and transparent use of financial resources and physical assets.
5. Assist ECA to identify and manage potential risks.
6. Approach all committee discussions with an open mind to make the best possible decisions on behalf of all those served by Early Childhood Australia.
7. Respect and support the majority decisions of the Committee
8. Work in a collegiate manner with fellow Committee Members and ECA employees, treating each with dignity and respect
9. Value the contribution of others, and work to build an atmosphere that encourages tolerance of the views of others, and encourage the use of the personal and professional strengths that each member brings.
10. Identify and declare any conflicts of interest.
11. Maintain the confidentiality of any non-public information.
12. Act in accordance with the ECA Code of Ethics.

All State and Territory Committee Members must not:

13. Take advantage of information, position or opportunities, for self or someone else.
14. Place own interests, or the interests of any other person or body, before the interests of ECA, or so act as to give the appearance of any such conflict.
15. Bring ECA into disrepute.