1. Candidate information sheet

### Library and Information Advisory Commission

### Candidate Information Sheet

The Minister of Internal Affairs (the Minister) is seeking nominations to fill two vacancies on the Library and Information Advisory Commission / Ngā Kaiwhakamārama i ngā Kohikohinga Kōrero (LIAC).

### About 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 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.

### Membership, commitment and fees

LIAC consists of up to six members appointed by the Minister after consulting with the Minister for Māori Development. The National Librarian is an *ex officio* member.

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. The daily fee for members is $330 and members are reimbursed for travel and other reasonable expenses incurred.

### Skills and attributes sought

Applicants should have some or all of the following knowledge and skills:

* 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
* knowledge of current educational theory and practice, preferably with experience in the application of reading programmes, literacy, numeracy, digital competence and how information systems support the education environment
* knowledge of current and emerging information technology developments, preferably with expertise in digital management and delivery of information, intellectual property, privacy, cultural sovereignty of information
* knowledge of library and information management at a strategic level
* engagement in the wider information ecosystem, especially social and community impacts of changing information trends

The Minister welcomes applicants who also have experience in the tertiary education / academic / research sector.

### Appointment process

Candidates must provide a completed nomination form, a current curriculum vitae and a form of photo identification.

Candidates can also choose to provide a cover letter, explaining how their skills and experience match the selection criteria.

Nominations must be received by the Department of Internal Affairs at the following email address: appointments@dia.govt.nz no later than **5pm on** **Friday, 19 August 2022**.

Please note that any nomination received will not necessarily result in the appointment of the nominated person.

### Conflicts of interest

Candidates must declare any actual or perceived conflicts of interest, or any other matter that may make their appointment inappropriate. Applicants will also be asked to confirm their personal and financial probity. The Department may check the accuracy of any information provided.