



## Frequently Asked Questions about the ACT Diversity Register For Individuals

### What is the ACT Diversity Register?

The ACT Diversity Register is an online platform that encourages and promotes diversity on ACT Government and non-government boards and committees. The Register is open to all people. Women, Lesbian, Gay, Bisexual, Transgender, Intersex and Queer (LGBTIQ) people, Aboriginal and/or Torres Strait Islander people, people with culturally and linguistically diverse backgrounds and people who identify as having a disability are particularly encouraged to join the Register. Vacancies, training and networking opportunities can be advertised by boards and committees and individuals can access information and apply for those positions and opportunities.

### How does the ACT Diversity Register work for individuals?

The Diversity Register connects people with ACT Government and non-government board vacancies. It also provides support for taking on board and leadership roles through resources to help prepare you for a board or leadership role, and opportunities to participate in training and networking.

We are encouraging individuals to join the [Diversity Register](https://www.diversityregister.act.gov.au) today to gain access to board vacancies and training opportunities at [www.diversityregister.act.gov.au](https://www.diversityregister.act.gov.au)

By joining the Register individuals will receive notifications of board vacancies and training opportunities. If interested in a vacancy individuals can also apply for it directly through the Diversity Register.

### How does the Register work for organisations?

Advertising through the Diversity Register is a great opportunity to reach a broad range of qualified candidates and increase the size, diversity and strength of the applicant pool. People from different backgrounds and with different experiences bring different perspectives and skills. This diversity of



thought results in greater innovation and in turn better outcomes for boards and committees, and organisations and society more broadly.

All ACT boards and committees, community and business are encouraged to advertise their board and committee vacancies, training and networking opportunities through the [Diversity Register](#).

Advertisements and notices can be posted directly on the register at [www.diversityregister.act.gov.au](http://www.diversityregister.act.gov.au)

## Why do we need a Diversity Register?

The ACT Government recognises and values our diverse community. It is important that this diversity is reflected in appointments to boards and committees and in leadership roles, to ensure the voices of women, and people with diverse experiences and backgrounds are heard.

The ACT Government is proud to support this diversity. That is why we have set a 50% target for female representation on ACT Government boards and committees, and why by 2020 triennially funding sporting associations will be required to meet 40% female representation. The Diversity Register is designed to support these targets and to support all boards and committees across the ACT to have a membership that reflects the community they serve.

The Diversity Register will assist the ACT Government in its commitment to achieve and maintain diversity and equal representation of gender on ACT boards and committees.

## What will the Diversity Register do for me?

As an online platform, the Diversity Register will seek to support a range of individuals to access board and committee positions, including promoting training and networking opportunities that will help them to develop the necessary skills to undertake these positions.

## Who is the Register aimed at?

The Register is open to everyone and will specifically be seeking to support:

- Women;
- Aboriginal and Torres Strait Islander people;

- people with a disability;
- people from culturally and linguistically diverse backgrounds, and
- people who identify as Lesbian, Gay, Bisexual, Transgender, Intersex or **Queer (LGBTIQ)**.

## Who can use the Diversity Register?

Individuals may use the register to access information and apply for vacancies and training opportunities. Secretariats of ACT Government and non-ACT Government Boards and Committees as well as providers of training and mentoring opportunities may use the Diversity Register as a platform for information sharing, advertising vacancies, training and networking opportunities.

## What is the process for individuals wishing to join the Diversity Register?

To create a profile go to [Diversity Register](http://www.diversityregister.act.gov.au) at [www.diversityregister.act.gov.au](http://www.diversityregister.act.gov.au) and double click on **Create a profile now**.

## Is my personal information safe?

Yes, the Directorate takes reasonable steps to keep your personal information secure.

## How does my personal information go from the ACT Digital Account to the Diversity Register?

In order to apply to vacancies on the Diversity Register, you will need to have an ACT Digital Account. The ACT Digital Account then provides your first name, surname and email address to the Diversity Register. This information is stored under My Profile in the ACT Digital Account. You can then log into the Diversity Register using your ACT Digital Account. By agreeing to the [Terms of Use](#) and [Privacy Statement](#) you agree to be informed of committee and board vacancies available from the Diversity Register.

## What happens if I want to update my information on the Diversity Register?

Your ACT Digital Account can be changed by you at any time via [My Account](#) at [www.myaccount.act.gov.au](http://www.myaccount.act.gov.au) click on the 'edit' button to make changes then press 'save'.



## How do I find out about current board or committee vacancies?

Go to 'Current Board Vacancies' and click on 'View Vacancies.' A table of vacancies will be presented. Click on the position of interest to see requirements, legislation, and remuneration and contact details for that position.

You can update your diversity profile information anytime by logging into the [Diversity Register](http://www.diversityregister.act.gov.au) at [www.diversityregister.act.gov.au](http://www.diversityregister.act.gov.au) and clicking edit your profile now.

## How do I apply for a position vacancy posted on the Diversity Register?

Click on the position of interest and press 'Apply'. The Diversity Register will then ask for your log in credentials for your ACT Digital Account. If you don't have an ACT Digital Account, the Diversity Register will provide prompts to assist you to set up your Digital Account. See the [How to apply for a vacancy- step by step guide](#) for further details. Once you have submitted your application it will be sent directly to the contact for the vacancy. The Diversity Register does not store your application or CV information. The contact for the vacancy will contact with you directly regarding your application.

## Further Information and Support

Contact the Diversity Register team on [diversityregister@act.gov.au](mailto:diversityregister@act.gov.au) or 02 6205 0515

### Accessibility

**The ACT Government is committed to making its information, services, events and venues, accessible to as many people as possible.**

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If English is not your first language and you require the **translating and interpreting services** – please telephone **131 450**.

If you are deaf or hearing impaired and require the **National Relay Service**, phone **133 677** then ask for **133 427**

**For more information, contact the Community Services Directorate on 133 427.**