

## **Executive Committee**

### **Purpose**

The Executive has responsibility for the overall management of the Centre, including responsibility for the financial management and the meeting of performance indicators.

### **Terms of Reference**

- Contribute to and guide the strategic directions governing the activities of the Centre
- Monitor performance to ensure that the objectives and targets specified for the Centre are being met
- Receive reports from and monitor activities of the CPN Operations Committee
- Receive advice from the Advisory Board regarding the strategic direction of the Centre;
- Establish strategies that ensure the sustainability and growth of the Centre
- Support and provide guidance to the Director of the Centre
- Monitor the financial performance of the Centre
- Provide reports on the Centre's activities to the Mental Health & Drugs Division of the Victorian Department of Human Services

### **Membership**

- Head of School, SON
- Director NWMH or nominee
- Director, CPN
- Representative of Victorian Senior Psychiatric Nurses
- Director of other Research Centre (University of Melbourne)
- Mental Health Professional (non-nurse)
- Chair of Advisory Committee or nominee
- External member with financial and business acumen

### **Meetings**

- The Executive Committee meets quarterly