

Regional Jobs Committees program 2025-27

RJC Chair nomination form

Overview

The Regional Jobs Committees (RJC) program is as an important local structure to support workforce outcomes at a local level. RJC's develop local skilling and workforce solutions, and support government to identify potential areas of Queensland at risk of not connecting with economic and social opportunities and the local workforce benefits they bring.

RJCs operate as their own entity and against outcomes from community consultation. In this way, RJCs are not an arm of and/or steered by the funded organisation.

Role of the RJC Chair

The role of an RJC Chair is specified below:

- Lead and facilitate discussions of the RJC.
Support the RJC Project Manager in driving the RJC Action Plan and ensuring the committee remains consistent and driven towards achievement of set goals.
- Make time for and meet with the RJC Project Manager to discuss project milestones, community feedback and experiences (with workforce) and RJC performance.
- Support the funded organisation and RJC Project Manager to annually review committee membership and ensure it is fit-for-purpose for the year ahead.
- Where required, meet with DTET and the Minister for Trade, Employment and Training as the RJC Chair and person responsible for leading a local DTET-funded jobs committee.
- Ensure that the Regional Jobs Committees Program as an initiative of the Queensland Government is appropriately acknowledged and recognised at public speaking events (where acting as RJC Chair).

Case for independence

To support the independent operations of an RJC, the Department has a number of processes and systems in place including:

- The Chairperson must be independent to the funded organisation (or demonstrate independence to the satisfaction of the Department).
- Committee representation from the same organisation should be limited to no more than two members (including the funded organisation). Where an organisation has two representatives on the RJC, the voting rights are limited to one per organisation.
- RJC members that represent and/or are employed by a Queensland or Australian Government department (including DTET and Jobs Queensland) or are an elected official are to have no voting rights, with the exception being the DTET Regional Director, Queensland's public VET training providers (TAFE Queensland, Central

Queensland University) and Department of Education staff (RSIP Managers or similar).

- The Department's Regional Directors are to be committee members, playing an active role in supporting and guiding the RJC.
- Key RJC deliverables including a Stakeholder Engagement Map and RJC Annual Action Plan/s are to be published on the RJC's website.
- RJC's are to create positive community perception of the committee and their activity.

Submission

To support the RJC program to promote RJC's as community-led committees, the Department requests funded organisations complete the below form and provide current CVs for the nominees:

Organisation name	
Regional Jobs Committee	
Is the project across multiple LGA's? If yes, please identify.	
What structures, methods and approaches will the project take to ensure each LGA or unique locality is represented fairly?	
Will the project support any other key government initiatives in the target region?	

RJC Chair nominations for the 2025-27 services agreement period

Please note it is the role of the Department to endorse Chair nominations.

Relevant detail may include history in a similar role or other local skills/workforce/industry leadership experience.

Nominee #1			
Name	Position	Organisation	Justification

Nominee #2			
Name	Position	Organisation	Justification

Nominee #3			
Name	Position	Organisation	Justification

Supporting notes

Please use the space below to outline what systems and frameworks are in place to ensure the RJC operates independently. You may use the information provided in this form to support your justification.

Commentary below will be provided to the Department to support endorsement of RJC Chair candidates.

This form and CVs for the nominees are to be submitted as part of the RJC program 2025-27 tender process.