

### Overview

The IAP2 BC YT Chapter is looking for enthusiastic individuals who are passionate about IAP2 to join our Board of Directors in 2024. We are looking for candidates to fill roles including:

- President
- Vice President
- Secretary
- Director-at-Large (7 positions)

For a more detailed outline of responsibilities, please see the position descriptions below.

If you are interested in a position, please submit your completed nomination form to: [nominations@iap2bc.ca](mailto:nominations@iap2bc.ca) by **Wednesday, September 6, 2023**

### General Eligibility Requirements for all Candidates

A candidate for election as a Board member must:

- a) be a member of IAP2 Canada in good standing for at least 1 year prior to applying for a position as an Executive Officer
- b) not be disqualified from being a Director of a company under section 124 of the BC Business Corporations Act,
- c) consent to the nomination, and
- d) commit to a full term of two years.

All Executive Officers and Directors-at-Large duly elected or acclaimed are expected to fulfill the following:

- a) Conduct themselves professionally and upholds the integrity of the Association in their interactions
- b) Attendance on monthly online meetings of one hour,
- c) Attendance at annual planning session in early 2024,
- d) Attendance at Annual General Meeting in late 2024,
- e) Lead, attend and support events and initiatives (promote, assist in coordination, etc.) and collaborate with other Board members via monthly working groups
- f) Utilize personal and professional networks to raise awareness of and contribute to the success of IAP2 BC YT.

### Executive Officer Eligibility Requirements

#### President

- a) Supervises the other officers in the execution of their duties,
- b) Chairs all meetings of the Executive and all general meetings of the members,
- c) Is the primary Chapter liaison and contact person between the Chapter and IAP2 Canada,
- d) Is the main contact person and spokesperson for the Chapter, and
- e) Has the powers and duties generally pertaining to the office of President, subject to any restrictions imposed by the Executive.

#### Vice President

- a) Supports the president and other officers in the execution of their duties,
- b) Chairs meetings on behalf of the president when required,
- c) Attends regular meetings with IAP2 Canada as the supporting Chapter liaison and contact person for the Chapter
- d) Acts on behalf of the president as the contact and spokesperson for the Chapter when required

## IAP2 BC YT 2024 Board of Directors Nomination Requirements



### Secretary

- a) Issues monthly agendas and keep minutes of meetings
- b) Is responsible for the correspondence of the Chapter,
- c) Manages and has custody of all records and documents of the Chapter except those which will be kept by the Treasurer,
- d) Carries out other duties as determined by Executive resolution.



## IAP2 BC YT Chapter 2023-2024 Board Member Call for Nominations Candidate Nomination Form

This form is to be completed and submitted as an attachment in MS Word or equivalent format along with a recent photo in jpeg format by each candidate as part of their nomination. Candidate nomination forms must be submitted via email to [nominations@iap2bc.ca](mailto:nominations@iap2bc.ca) no later than **Wednesday, September 6, 2023**.

This information will form part of the election notice and information sent to the members and posted on the IAP2 BC YT Chapter webpage during the election process. It will also be shared with members via email and the website upon the appointment of successful candidates to the available positions. Please keep your responses brief.

If you have any questions about this form contact the Nominations Chair at [nominations@iap2bc.ca](mailto:nominations@iap2bc.ca).

By submitting this application for consideration I consent to the nomination and certify that:

- I am a current member of IAP2 Canada, and have been for at least 1 year, and will maintain my membership in good standing for the full duration of my term
- I am a current member of the BC and Yukon Chapter
- I have not been disqualified from being a Director of a company under section 124 of the BC Business Corporations Act
- I understand the duties and time commitment required for the position
- I am able to commit to a full term of two years

<b>First and last name</b>	
<b>Pronouns (optional)</b>	
<b>Job title, organization</b>	
<b>Which of the following positions are you interested in?</b>	
<b>What areas are you interested in contributing to the Board?</b>  (Marketing and member communications, new engagement professional/youth initiatives, Reconciliation and Indigenous Inclusion initiatives, etc.)	
<b>What is your connection to public participation / engagement?</b>	

<p><b>Write a ~125 word statement that describes why you are joining the Board. Introduce yourself to members - share your experience, achievements, interests and passion for engagement.</b></p> <p><b>This statement may be published in election materials and will be included on our website if you are elected or acclaimed to a position.</b></p>	
<p><b>Have you held any positions with IAP2 (locally or nationally), or other professional / similar organizations? If so, what was your role?</b></p>	
<p><b>Board meetings are generally held online (Zoom) during lunch hour. Please let us know if there is anything we can do to make meetings accessible for you? (e.g. closed captioning, large print on slides, etc.)</b></p>	
<p><b>Is there anything else you would like to add?</b></p>	

**Deadline to submit nominations form: Wednesday, September 6, 2023**