



International Association of Business Communicators – NSW Chapter

Nomination Rules – IABC NSW Chapter 2024 Board Election

To qualify for the NSW Chapter Board, nominees must be financial members in good standing and members of the NSW Chapter. Other criteria for seeking to serve on the Board is:

- Desire to lead, advocate and support the communication profession fulfilling the [purpose and value proposition](#) of the IABC
- Uphold IABC's [Code of Ethics](#)
- Adherence to [IABC's ByLaws, policies](#)
- Fulfill responsibilities as a Chapter Director, outlined in the [NSW Department of Fair Trading Model Rules for Incorporated Associations](#)
- Both the willingness and capacity to commit time to fulfill a Director role.

Board members must have the capacity to commit to the minimum requirements of their role. In addition to leading their portfolio, all Board members must attend at least 80% of monthly Board meetings and 50% of events. All Board members are expected to contribute to growing and retaining members, as well as leading at least one event per year.

Members who wish to be active but do not have the time to commit to the Board are invited to join a Chapter sub-committee. The Board also elects a Public Officer, who will be a nominated person drawn from the elected Board.

IABC NSW Board members are voluntary and there is no remuneration/salary paid. However, being a Board Director can be extremely rewarding, giving back to the profession and supporting others in their careers. Benefits include gaining Board and Not-For-Profit experience, skills building, broadening local and global networks, leadership and career progression, and shaping the future of the profession. Board members have free attendance at all NSW Chapter events and other appropriate perks within Chapter's discretion and Board approval.

Nomination Process

To nominate for Board Membership, complete the Nomination Form and email to:

EMAIL: IABC NSW Secretary Chris Saxby at crsy@ramboll.com

All nomination forms must be received by **Friday 24 November 2023, 5pm (AEST)**.



Election of Office-Bearers

The Board will elect the President and Vice President for 2024 and all Board Members will be assigned their roles relevant to their experience and capacity. In addition to the President and Vice President, other roles may include Treasurer, Secretary, Communications Director, Membership Director, Events Director, Professional Development Director, Recognition Director and Member Experience Director, and Onboarding & Retention Director. The roles may vary depending on the needs and strategy of the Chapter. Our 2023 Board Members are [on our website](#).

Please speak with IABC NSW President Megan Thomas at president@iabcnsw.com or IABC NSW Secretary Chris Saxby on +65 8181 0030 or at crsy@ramboll.com about Board opportunities, or for further information and to inform us you are nominating. Current Board members are also available for general queries regarding nominations and seconding.

Nomination/Election Procedures*

1. Nominations for Board Members will close **Friday 24 November 2023, 5pm (AEST)**.
2. All IABC NSW Chapter members-in-good-standing (paid up membership) and with, ideally, at least one year involvement with the IABC, are eligible to stand for vacant Board positions. Lapsed members are not entitled to nominate, propose or second for a Board position.
3. Nomination must be made in writing (using the Nomination Form), be signed (electronic signatures accepted) by two (2) financial members and include the written consent of the nominee. The nomination form is available from Chris Saxby at crsy@ramboll.com.
4. The Nominations Sub-Committee will assess candidates and best fit for the vacant roles to put forward to the Annual General Meeting (AGM). The Nominations Sub-Committee can be made up of President, Vice-President, Secretary and/or other suitable Board member, plus one non-APAC region member.
5. If the number of nominations submitted exceeds the number of vacant positions, there will be a vote at the AGM and candidate statements will be emailed to current financial members **on Friday 1 December 2023**.
6. The vote will take place at the AGM by secret ballot. Only financial members present at the AGM will be eligible to vote.
7. The 2023 AGM will take place 4-5pm **Tuesday, 12 December 2023**.