

International Association of Business Communicators - NSW Chapter

**Nomination Rules – IABC NSW Chapter 2023 Board Election**

**Election of Board Members**

To qualify for the NSW Chapter Board, nominees must be financial members in good standing and members of the NSW Chapter. The main criteria for seeking to nominate to serve on the Board are an ability and willingness to commit time to running the Chapter and attending monthly meetings and events. Membership of the NSW Chapter Board of the IABC is voluntary and there is no remuneration/salary paid. The responsibilities of Board members follow those outlined in the NSW Department of Fair Trading Model Rules for Incorporated Associations.

All Board Members are expected to lead in the organisation of at least one Chapter speaker event for the 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.

**Nomination Process**

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

**EMAIL**: IABC NSW Secretary Chris Saxby at [csaxby@iabc.com](mailto:csaxby@iabc.com)

All nomination forms must be received by **Friday 18 November 2022, 5pm (AEST)**.

**Election of Office-Bearers**

Once the Board vacancies have been filled, the office-bearer roles will be determined. The Board will elect the President and Vice President for 2023 and all Board Members will be assigned tasks relevant to their experience. In addition to the President and Vice President, other roles may include Treasurer, Secretary, Communication Lead, Sponsorship Lead, Membership Lead, Group Membership Lead, Functions and Events Lead, Professional Development Lead, Recognition Lead and Member Experience Lead. Our 2022 Board Members are [on our website](https://www.iabcnsw.com/our-board).

Please speak with IABC NSW Secretary Chris Saxby on 0428 711 952 or at [csaxby@iabc.com](mailto:csaxby@iabc.com) about board opportunities, 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** **18 November 2022, 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 attached nomination form), be signed (electronic signatures accepted) by two (2) financial members and include the written consent of the nominee.

4. The nominations committee will assess candidates and best fit for the vacant roles to put forward to the AGM. The nominations 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 25 November 2022.**

6. The vote will take place at the Annual General Meeting by secret ballot. Only financial members present at the AGM will be eligible to vote.