

## Call for Nominations: VNGOC Nominations Committee 2019

The VNGOC is seeking nominations of three representatives from member organizations in good standing to join the Nominations Committee for 2019. The role of the Nominations Committee, as enshrined in the VNGOC Statutes and Rules of Procedure, is to oversee the nominations and election processes – which will take place at the 2019 Annual General Assembly in Vienna (expected to be in March 2019).

The Nominations Committee will be responsible for independently overseeing and delivering the election procedures that are outlined in Article 9 of the revised VNGOC Rules of Procedure – namely:

- Developing a call for nominations for three Board positions – Chairperson, Deputy Treasurer and Deputy Secretary – including full details of the process and the form to be completed by all nominees.
- Sending this call for nominations to all member organizations at least two months prior to the General Assembly (i.e. January 2019), and simultaneously posting it to the VNGOC website and online platforms.
- Managing the receipt and recording of seconded nominations from representatives of member organizations that are in good standing at the time the nomination is received – the deadline for which is one month prior to the General Assembly.
- Creation of a voting form and detailed voting instructions for use by member organizations.
- Circulating the full list of eligible candidates and their details to all member organizations, by e-mail, at least two weeks prior to the meeting date.
- Providing oversight to the voting processes at the Annual General Assembly, including the collation of electronic votes (between 24 hours and 1 hour before the start of the General Assembly), registered proxy votes, votes from remote participants (such as through Skype), and votes submitted in person. The votes themselves will be counted by VNGOC staff acting as the returning officers.
- Providing feedback and recommendations on future election processes, for consideration by the General Assembly, the VNGOC Board and future Nominations Committees.
- Incorporate the feedback from the VNGOC Board, last year's Nominations Committee, and a number of VNGOC members following the 2018 Board elections.

It is foreseen that the work of the Nominations Committee will amount to just a few days of work from November 2018 and March 2019, with full assistance and support provided by the VNGOC Secretariat in Vienna to meet the deliverables listed above. No funding is available to cover the travel costs and any other expenditure for the Nominations Committee members' attendance to the Annual General Assembly where the election process will take place.

**The working language for the Committee will be English.** The work of the Nominations Committee will be primarily done by email and electronic means, and teleconferences will be facilitated where needed. Nominees are therefore expected to be able to have the capacity to engage in these processes. Previous Nominations Committee members are welcome to re-apply.

The term for the Nominations Committee will expire immediately after the elections at the Annual General Assembly. **Please note that members of the Nominations Committee may not stand for election to Board positions during this time.**

**Please submit your nomination by email to Sarah Pirker, [spirker@vngoc.org](mailto:spirker@vngoc.org), before midday (Vienna time) on August 24, 2018.** The Board will recommend three persons that reflect the membership in the broadest possible way to be confirmed by the General Meeting later in 2018 (September or October 2018, exact date tbc.).