



# CALL FOR NOMINATIONS FORM

## **PART A**

We wish to propose ..... for the following position on the IATEFL LitSIG Committee:

- ☐ **Events Coordinator**  
☐ **Publications Editor-in-Chief**  
☐ **Social Media Coordinator**  
☐ **Treasurer**

**Proposed by:**

.....(name) .....(signed)

**IATEFL Membership No:**.....

**Seconded by:**

.....(name) .....(signed)

**IATEFL Membership No:**.....

## **PART B – to be completed by the nominee**

I, ..... agree to be nominated for the position ticked above on the IATEFL LitSIG Committee.

..... (signed) ..... (dated)

**IATEFL Membership No** .....

**Email address**.....

☐ I accept that my name may be shared with members of the SIG as part of the election process.

## **Guidelines and procedure**

- 1) The Proposer, Secunder and Nominee must be three separate people.
- 2) Proposers and Seconders must be fully paid-up members of IATEFL.
- 3) Nominees must be fully paid-up members of the IATEFL LitSIG for at least the last six months
- 4) Proposer and Secunder should complete Part A and send this form to their Nominee.
- 5) The Nominee should complete Part B and return the completed form, together with the 150 – 200 word statement and photo by email to IATEFL Head Office at [info@iatefl.org](mailto:info@iatefl.org) or by post to IATEFL 2-3 The Foundry, Seager Road, Faversham, ME13 7FD, UK by 30 March 2020.
- 6) If both parts are not completed the form will not be considered to be complete.
- 7) In the event of there being more than one candidate for a position, an election will be held electronically by IATEFL from 6-13 April 2020.
- 8) In the event of an election, we will use your 150 - 200 word statement and may ask you to supply a passport sized photograph.
- 9) All volunteers are required to abide by the IATEFL Code of Conduct. Please read it in full [here](#).