



# VICE - PRESIDENT, IETO

## NOMINATION FORM

### OVERVIEW OF POSITION

Institute of Engineering Technology of Ontario (IETO) is the certifying arm of OACETT that manages the registration process and all functions dealing with professional qualifications, certification, admissions, complaints and discipline, standards, examinations, program evaluation, education, education delivery, CPD approvals, and similar functions.

As the Vice-President of IETO, you would be responsible for governing and chairing meetings of the IETO Board, the IETO Executive committee and other committees as required, including certification appeals, interacting with the OACETT Registrar and Director of IETO on board matters, providing vision and strategic direction as a key member of the OACETT Administration Board (OAB) and OACETT Council, and representing the Association at select meetings and functions.

### QUALIFICATIONS

The Vice-President of IETO is expected to:

- Be a certified member in good standing who has served a minimum of one-term (two years) as an IETO or PASB Councillor.
- Have extensive knowledge of:
  - OACETT Act;
  - By-Law 19;
  - OACETT's Strategic Plan;
  - IETO Terms of Reference;
  - Meeting rules and procedures: Call to Order, Robert's Rules of Order.
- Be a strong leader, communicator, and public speaker.
- Understand the public and private sectors.
- Have knowledge of certification and licensing, standards, global education systems, competencies, codes and regulations.
- Demonstrate high ethical standards with knowledge of Fair Access and Ontario Human Rights Legislation.
- Be passionate about growing YOUR Association!

### TIME COMMITMENT

The position is one-term (two years) commitment which includes attendance and participation at:

- Twelve meetings, comprised of four IETO, four OAB, and four Council meetings per year in September, November, February, late May/early June, held virtually or in-person;
- Last-minute meetings; and
- Other meetings and special functions, as required.

## COMPENSATION

OACETT will cover all expenses related to duties, including travel, accommodation, and meals for OACETT meetings and events.

## HOW TO APPLY

- Complete and submit this form, which includes five references from certified members in good standing, by **midnight on January 14, 2021**.
  - Form can be emailed to the attention of Caroline Boone at [cboone@oacett.org](mailto:cboone@oacett.org); or
  - Form can be mailed to the attention of the Nominating Committee, Ontario Association of Certified Engineering Technicians and Technologists, 10 Four Seasons Place, Suite 404, Etobicoke, Ontario, M9B 6H7.

## NOMINATION FORM

In accordance with By-law 19, OACETT's Council has appointed a Nominating Committee that is responsible for ensuring that at least one well-qualified nominee is put forward for election to each available office. Therefore, the Nominating Committee invites nominations from Certified Members for the positions listed. All elected positions shall serve a two-year term. It is the responsibility of all candidates wishing to run for office to submit to the Nominating Committee the appropriate number of nominations as noted in Section 3.4 of By-law 19. Furthermore, candidates must consult By-law 19 to clarify for themselves the specific duties and functions of the office of interest. A copy of the By-law can be found on the OACETT website at [www.oacett.org](http://www.oacett.org). Candidates will also be required to submit online biographical material, a photo and to answer questions posed by the Nominating Committee by January 31, 2021. The Nominating Committee will enforce the policies, procedures and timelines for nominations and the election to ensure equity to all nominees. This form (or copy) is to be used for submitting nominations and must be received by the Nominating Committee prior to midnight on January 14, 2021.

*We the undersigned affirm that we are Certified Members in good standing of the Ontario Association of Certified Engineering Technicians and Technologists, and that we do hereby nominate:*

Full name of nominee: \_\_\_\_\_

OACETT Membership Number: \_\_\_\_\_

also a Certified Member in good standing, who is eligible in accordance with the OACETT Act and the current By-law, and who resides at:

Address of Nominee: \_\_\_\_\_

Email of Nominee: \_\_\_\_\_

Office of (position): \_\_\_\_\_

The term of office will commence on the date of the Association's next annual general meeting. We confirm that the nominee has consented to this nomination and hereby verifies their willingness to stand for this office.

Signature of Nominee: \_\_\_\_\_ Date: \_\_\_\_\_

**Nominating Member #1**

Name of Nominating Member: \_\_\_\_\_

OACETT Membership Number: \_\_\_\_\_

Address of Nominating Member: \_\_\_\_\_

Email of Nominating Member: \_\_\_\_\_

Signature of Nominating Member: \_\_\_\_\_

**Nominating Member #2**

Name of Nominating Member: \_\_\_\_\_

OACETT Membership Number: \_\_\_\_\_

Address of Nominating Member: \_\_\_\_\_

Email of Nominating Member: \_\_\_\_\_

Signature of Nominating Member: \_\_\_\_\_

**Nominating Member #3**

Name of Nominating Member: \_\_\_\_\_

OACETT Membership Number: \_\_\_\_\_

Address of Nominating Member: \_\_\_\_\_

Email of Nominating Member: \_\_\_\_\_

Signature of Nominating Member: \_\_\_\_\_

**Nominating Member #4**

Name of Nominating Member: \_\_\_\_\_

OACETT Membership Number: \_\_\_\_\_

Address of Nominating Member: \_\_\_\_\_

Email of Nominating Member: \_\_\_\_\_

Signature of Nominating Member: \_\_\_\_\_

**Nominating Member #5**

Name of Nominating Member: \_\_\_\_\_

OACETT Membership Number: \_\_\_\_\_

Address of Nominating Member: \_\_\_\_\_

Email of Nominating Member: \_\_\_\_\_

Signature of Nominating Member: \_\_\_\_\_