



VICE - PRESIDENT, PASB

NOMINATION FORM

OVERVIEW OF POSITION

The Professional Affairs and Services Board (PASB) is responsible for promoting the professional recognition and engagement of the membership and public through the delivery of services such as: marketing and communications, CPD offerings, outreach to colleges, companies and governments, recruitment of new members, management of the chapters and regions, affinity partner programs, OACETT events (such as Provincial Honours and Awards Gala), job placement services through the CTEN website, etc.

As the Vice-President of PASB, you would be responsible for governing and chairing meetings of the PASB, guiding the 28 chapters and six PASB regional councillors, and providing vision and strategic direction as a key member of the OACETT Administration Board (OAB) and OACETT Council.

QUALIFICATIONS

The Vice-President of PASB is expected to:

- Be a certified member in good standing who has served a minimum of one-term (two years) as an PASB or IETO Councillor.
- Have extensive knowledge of:
 - OACETT Act;
 - By-Law 19;
 - OACETT's Strategic Plan;
 - PASB Terms of Reference and Policy Manual;
 - Chapter Operations Manual;
 - Meeting rules and procedures: Call to Order, Robert's Rules of Order.
- Be a strong leader, communicator, and public speaker.
- Be passionate about helping to grow YOUR Association!

TIME COMMITMENT

- The position is one-term (two years) commitment which includes attendance and participation at:
 - Twelve meetings, comprised of four PASB, four OAB, and four Council meetings per year in September, November, February, late May/early June, held virtually or in-person;
 - Four to six meetings per year to review board materials and budgets;
 - Various chapter meetings throughout Ontario, held virtually or in-person;
 - Last-minute meetings;
 - Special functions, on an "as needed" basis.

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; 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. 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: _____