



PASB REGIONAL COUNCILLOR

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, 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 a PASB Councillor for one of the six regions (see the list below) you would participate in PASB and Council meetings, organize and chair Regional Council meetings, and serve as a member or chair of PASB subcommittees and ad hoc committees as required. Additionally, you would be responsible for helping to manage the chapter volunteers in your region, which includes: reviewing and approving regional chapter budgets and special funding requests, communicating with chapter executives on Council and PASB matters, assisting in resolving regional issues.

- **Central Region** comprised of chapters: Durham, Georgian Bay, York
- **Eastern Region** comprised of chapters: Cornwall, Kingston, Lanark/Leeds/Grenville, Ottawa, Peterborough, Quinte, Renfrew County
- **Horseshoe Region** comprised of chapters: Hamilton, Niagara, Peel
- **Northern Region** comprised of chapters: Near North, Sault Ste. Marie, Sudbury, Thunder Bay, Timiskaming, Timmins
- **Toronto Region** comprised of chapters: Toronto Central, Toronto East, Toronto West
- **Western Region** comprised of chapters: Chatham-Kent, Grand Valley, Grey-Bruce, Lambton, London, Windsor-Essex

QUALIFICATIONS

As a PASB Regional Councillor, you are expected to:

- Be a certified member in good standing who has an address within the region.
- Have served a minimum of one year on a chapter executive.
- 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, self-motivated, and a diplomatic problem solver.
- Be passionate about helping to grow your Association!

TIME COMMITMENT

- The position is a one-term (two years) commitment which includes attendance and participation at:
 - Eight meetings, comprised of four PASB and four Council meetings per year in September, November, February, late May/early June, held virtually or in-person;
 - Two regional meetings per year, held virtually or in-person;
 - Some chapter events and all Annual Chapter Meetings in your region, held virtually or in-person;
 - Subcommittees, ad hoc committees, and last-minute meetings, held virtually or in-person;
 - 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 two references from certified members in good standing in your **region**, 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 - *must be a certified member in your region*

Name of Nominating Member: _____

OACETT Membership Number: _____

Address of Nominating Member: _____

Email of Nominating Member: _____

Signature of Nominating Member: _____

Nominating Member #2 - *must be a certified member in your region*

Name of Nominating Member: _____

OACETT Membership Number: _____

Address of Nominating Member: _____

Email of Nominating Member: _____

Signature of Nominating Member: _____