

Nomination procedure for the offices of President, Vice-President and members of the Executive Council and Scientific Programme Committee of IRGWP

Introduction

A Nominations Sub-Committee was established within IRGWP in 1994, for the nomination of the positions of President, Vice-President and Members of the Executive Council (EC) and, since 2007, the Scientific Programme Committee (SPC).

Nomination procedures should consider scientific authority and standing, a balance of expertise as well as of national and regional representations, interpersonal and communication skills and service to the IRGWP.

Principles

1. The Nominations Sub-Committee (NSC) consists of the immediate Past-President, the President, the Vice-President, the Past-Past President and the Finance Committee Chairman (*ex officio*).
2. The NSC will be chaired by the immediate Past-President.
3. The NSC will receive and evaluate nominations for the positions of President, Vice-President, members of the Executive Council and Scientific Programme Committee.
4. The NSC will report to the EC as the highest corporate authority within IRGWP.
5. The dates of impending vacancies will be published in the IRG International Directory of Members and Sponsors. The IRG Secretariat will announce with a simple statement through all appropriate communication means when vacancies become due and will give links to the relevant document describing (or remind) the nomination procedure.
6. Normally nominations must be proposed and seconded by current IRGWP members with at least 3 years of consecutive membership. The NSC can nominate additional candidates for a position.
7. Nominees for the EC must have been members of the IRGWP for the last 3 years. Nominees for the positions of President and Vice-President must have prior IRGWP committee or EC experience. Nominees should be able to serve for at least one term of 3 years.
8. Nominees for the SPC should preferably
 - have demonstrated his/her interest by attending at least two out of the four most recent annual meetings,
 - have shown expertise in the field of the Section in question
 - have experience in convening Working Parties.

For selection of candidates, attention will be given to balance the need to involve new members in the committees, the need to encourage highly experienced members and the need to encourage geographic diversity.

9. The NSC will review all nominations and make proposals to the EC in April of the year when the vacancy becomes due. A report will be presented to the EC by the chairman of the NSC with the proposed selection together with the names of those nominated but not selected.
10. The EC shall either accept or reject the proposal from NSC by consensus. The EC should endorse one candidate only for any vacancy. In the event a proposal from the NSC is rejected, the EC shall make a new proposal to the Plenary.
11. Should any proposed ratification be rejected by the Plenary it will be returned to the EC for further consideration by the NSC.

**Nomination form for President, Vice-President and Members of the Executive
Council and Scientific Programme Committee**

Please use capital letters!

Position _____

Name of Nominee _____

Address of Nominee _____

Name of Proposer _____

Signature _____

Address of Proposer _____

Tel: _____

E-mail: _____

Name of Seconder _____

Signature _____

Address of Seconder _____

Tel: _____

E-mail: _____

Date _____

For use by IRG Secretariat

Date received _____

Date acknowledged _____