

## **Nominations for the executive board of ILGA-Europe**

### **1) CALL FOR NOMINATIONS!**

One of the major advantages of being a full member organisation is that you effectively have a chance to choose and influence the leadership of ILGA-Europe. Voting takes place at the Conference itself, but nominations for members for the Board of the future takes place before the Conference. Therefore ILGA-Europe would like to ask all member organisations the following question:

### **Do you know good candidates for the ILGA-Europe board?**

### **2) WHO ARE WE LOOKING FOR?**

We are looking for candidates who can handle the following responsibilities, add useful skills and experience to the board and are interested in the key areas of work of ILGA-Europe.

#### *Responsibilities of board members:*

- Board members customarily serve for two years and are expected to attend Board meetings and ILGA-Europe conferences (when possible);
- Board members are expected to participate in e-mail discussions of Board matters;
- Board members are expected to represent the organisation in public (when necessary).

#### *Useful skills and experience for board members:*

Serving in an international capacity is an exciting and challenging opportunity; therefore with regard to instructions pertaining to the work within the board please consider the following:

- Are you willing to commit to work for the whole duration of the mandate?
- Are you a good team player and willing to work in a (international) team?
- Are you able and willing to manage your time to carry out board business efficiently?
- Are you able / willing to work on both political and administrative level?
- Do you have experience in representing an organisation in public?
- Do you have good communication skills and are able to communicate within diverse environments – e.g. in relation member organisations, staff, other board members and media?
- Do you have or are willing to obtain experience in advocacy and lobbying relevant for following and fulfilling organisational aims and objectives?

*Key areas of work of ILGA-Europe board members:*

In order to efficiently support ILGA-Europe staff, fulfil obligations to its members, partners and supporters the work of ILGA-Europe board members mainly focuses on the following:

- Strategic planning
- Formulating needed policies
- Approve and monitor the organisation's programmes and services
- Ensure adequate financial resources - in conjunction with the Executive Director and the Finance and Administration Manager
- Understand and respect the relationship between board and staff
- Act as a responsible employer
- Enhance the organisation's public image
- Carefully induct new board members
- Carry out board business efficiently

### **3) HOW TO NOMINATE?**

To nominate a candidate board member for ILGA-Europe board, fill out the Nomination form below (completely!) and e-mail, fax or snail mail it to one of the addresses mentioned below, before September 11<sup>th</sup>, 2010. Candidate forms will be checked on their completeness and number of words used (e.g., no more than 250 if that maximum was established). The forms will be sent to all attending member organisations in the third mailing.

## **Nomination form**

### **Nomination of candidates for ILGA-Europe Executive Board**

**Deadline for sending this form: 11 September 2010.**

The form has to be filled in and signed by a legal representative of the member organisation submitting the candidature(s) or by a person delegated officially to this task by the member organisation.

All candidates for the ILGA-Europe Executive Board must come from an ILGA-Europe full member organization, but they do not have to be from the organization nominating them.

Any full member organization can nominate a maximum of 10 individuals. These nominations can be made regardless of the individual's gender identification, but it should be noted that there cannot be more than six people who identify as women or more than six people who identify as men elected to the Board.

Each form should represent a single candidate. This does not mean, however, that an organisation is limited to 1 (one) nominee for the ILGA-Europe Executive Board or the European Regional Representation to the ILGA Executive Board. An organisation is allowed to nominate as many as 10 candidates, just be sure to fill out one form per candidate.

#### **Please send or fax this form to:**

*ILGA-Europe mail:*  
maxim@ilga-europe.org

*ILGA-Europe fax:*  
+ 32 2 609 54 19 (to the attn of M. Anmeghichean)

*ILGA-Europe snail mail:*  
ILGA-Europe aisbl  
The European Region of the International Lesbian and Gay Association  
Maxim Anmeghichean  
Rue Belliard 12  
Brussels B-1040  
Belgium

**1. To be filled in by the nominating organisation:**

Name of the candidate:

Member organisation of the candidate:

Name of the person completing and signing this form:

Position in the organisation of the person signing the form:

Email:

Telephone No.:

Name of the organisation submitting the nomination:

Date:

Signature:

**2. To be filled in by the nominee:**

a) Personal information of the candidate:

Name / surname:

Age:

You identify as:

- a) Lesbian
- b) Gay
- c) Bisexual
- d) Transgender
- e) Queer
- f) Intersex
- g) Other\_\_\_\_\_

Contact e-mail:

b) Skills and talents of the nominee:

1) Briefly describe your achievements in the past (e.g. as a board member, employee, volunteer in an international or national organisation/company). Describe your main tasks, achievements, responsibilities, duties etc. Focus on those which are the most relevant the work of the ILGA-Europe Board. (No more than 250 words)

2 What can you contribute to the ILGA-Europe board? (No more than 200 words)

3 What is your motivation for running? (No more than 200 words)

4 For those candidates who were part of the previous ILGA-Europe board: what did you contribute to the ILGA-Europe board during your board membership? (No more than 200 words)

5 Any other information you would like to add that you feel is relevant to the application? (No more than 200 words)

**Please e-mail this form, or print it and send/ fax it to the contact details mentioned above. Deadline: 11 September 2010**