



NOMINATION FORM
Elected / Appointed Association Positions

All nominations should be on the form below. Completed nomination forms to be sent to -
Association Secretary
North Shore Playcentre Association
PO Box 300720
Albany
NORTH SHORE 0752

Nomination for elected position of:

- [Management Team Members will be required to submit an Officer Certification Form to the Charities Commission and complete the attached Ministry of Education Statutory Declaration]

Nomination for appointed position of:

- At the Association AGM, appointments to Team positions are outlined. All appointments are ratified at a Management Team Meeting.

Name of Nominee

Signature of Nominee

Nominee Profile: to be completed prior to discussion at centre/ committee meeting.
(Include the following: training completed, training in progress, Te Tiriti o Waitangi training, Centre positions held, how long in Playcentre, other relevant qualifications, strengths/interests you will bring to this position, anything else you would like to share.)

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If elected / appointed, I agree to:

- Attend and report to Management / Association / Team and Support Meetings
- Attend the Office Holder Orientation Meeting
- If standing for a Management Team role, I understand that I am a Trustee of the Association and understand and agree with the responsibilities this entails [NSPA Constitution]
- Maintain regular contact with the Team Convenor/s regarding responsibilities I have undertaken.
- Participate in ongoing Treaty and Bicultural related training and other appropriate professional development. [NSPA Constitution Clause 14n]
- Reflect my commitment to Playcentre by choosing Playcentre as the main early childhood education for my children. [NSPA Policy 1994]

Signed: **Date:**.....

Privacy Declaration

I understand that my name, address, telephone number and email address will be provided to the Association Administration Team (Headquarters), Account Manager, HR Manager and members of the Association Management Team, for communication related to my position and payment of any honoraria.

In addition, ***please cross out the appropriate words below***

- ⇒ I give / do not give permission for my name to be published in the Association Address Book.
- ⇒ I give / do not give permission for my address, telephone number and e-mail address to be published in the Association Address Book.

(This information is for use within Playcentre only and is not circulated to outside organisations/ persons. However, it may sometimes be necessary for a telephone number to be given out regarding queries in connection with Playcentre business).

Signed:

Address:

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Phone:.....

E-mail:.....

(You may like to set up a free web-based email address for Playcentre purposes e.g. gmail, yahoo)

Consideration for Centres/ Office Holders when nominating
(Include these as part of your discussion at your Centre Meeting before agreeing to nominate someone)

- Does this person meet pre-requisites on the Office Holder job descriptions?
- Has your Centre developed shared understandings around support required for being an Association Office Holder?
- Why do you consider this person suitable for this position?

NOMINATED BY

For and on behalf of _____ **Playcentre**.....
[name and signature of President]

SECONDED BY

For and on behalf of _____ **Playcentre**.....
[name and signature of Secretary]

OR

NOMINATED BY.....
[name and signature] [Management Team position]

SECONDED BY.....
[name and signature] [Management Team position]

Ratified at the MTM on **Level of Honoraria approved**



The nomination for the election of officers is stated in Clause 5 of the North Shore Playcentre Constitution, dated 23 June 2009, as follows:

- a. **All positions of the Management Team of the Association as listed in Clause 4(a) shall be elected positions.**
[note: "Clause 4(a) - A President, a Secretary, a Treasurer an Education Convenor and all Convenors of Sub Committees of the Management Team. Each position may be shared by two members."]
- b. Not more than two nor less than one calendar month before each Annual General Meeting the Secretary shall send nomination papers addressed to the Secretary of each Playcentre calling for nominations (of the elected positions of the Management Team of the Association) and specify a date not less than (14) fourteen days after the date of such notice on which nominations shall close.

Any Playcentre or Management Team member shall have the right to nominate a candidate for the said position.

Nominations shall be in writing, countersigned by the nominee, and any nomination signed by the President and Secretary of a Playcentre or by two Management Team members shall be a valid nomination.

- c. Nominations for elected positions may be called from the floor of the Annual General Meeting of the Association. Any Playcentre or Management Team members shall have the right to nominate a candidate. Nomination must be seconded and the nominee must agree to the nomination being put.
- d. In the event of there being only one nomination for a position the person nominated shall be elected. In the event of there being more than one nomination an election shall be held at the Annual General Meeting of the Association, every member eligible under Rule 22 shall have one vote.
[Rule 22 (b): iiA) Members of the Association Management Team; iiB) Two delegates from each Playcentre up to (three) 3 sessions per week; iiC) Three delegates from each Playcentre providing four (4) or more sessions per week]
- e. The incoming Management Team Members shall take office at the close of the Annual General Meeting.
- f. No person shall be eligible to be nominated for or to hold at the same time more than one of the positions of President and Secretary or Treasurer.
- g. The maximum term of office for any position of the Association as listed in 4a) shall be three (3) consecutive years.

It is the responsibility of the Centre or Management Team member to ensure that the follow requirements have been met in respect to the nomination:

- "All Office Holders at both Centre and Association level reflect their commitment to Playcentre by choosing Playcentre as their main early childhood education for their children."
[North Shore Playcentre Association policy passed 1994 Annual General Meeting]
- "The members of the Management Team and Sub Committees of the Association must continue their education and knowledge of Treaty issues by attending an annual Treaty workshop for members of the Management Team and Sub Committees over and above training requirements."
[North Shore Playcentre Association Constitution - Clause 15(n)]