**APSA Executive Committee Nomination Form**

**Vice President / President Elect / Immediate Past President**

**for the period 2020-23**

The term of office of members of the Executive Committee shall be three years. The elected Vice-President shall be the President-Elect, to serve in their second year on the Executive as President and in their third year on the Executive as Immediate Past President. The office of President shall not normally be held for more than one year.

The APSA Executive encourages nominations from candidates for Vice President who have a different gender identity to the incumbent President. This convention of almost 20 years is embedded in the APSA Constitution and reflects APSA’s commitment to ensuring diversity in the leadership of the Association. The incoming President from September 2020, Helen Sullivan, identifies as female, so in this call, we encourage nominations and support for candidates who identify as other than female.

Upon appointment as Vice-President, the post holder is responsible for:

* Attendance at four Executive Committee meetings per year (three via teleconference)
* Liaison with the President-Elect
* Liaison with the National Office
* Deputising for the President-Elect when appropriate
* Familiarising themselves with the general day-to-day running of APSA in preparation for their Presidential year
* Distribution of relevant information within their School/Department
* Attendance at the annual conference
* Promoting the benefits of Association membership

*If you are interested in this position, or would like to nominate someone else, please complete this nomination form, accompanied by a one paragraph description of the candidate and their reasons for nominating. Please note that the completed form must include the signature of the person being nominated, to indicate their agreement to run for the position.*

Nomination forms should be returned to Arts-SSPS-APSA@unimelb.edu.au by **12 pm on Tuesday 29 September 2020**.

**Nominee’s details:**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Institution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature & Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nominated by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Seconded by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Description of the candidate and their reasons for nominating:**