

## **Nominations to the Board of NALA**

This year the following vacancies occur on the Board:

**Chairperson**

**Honorary Treasurer**

**Four Ordinary member positions**

Please note:

- Only current members of NALA can be elected to the Board.
- Those going forward for election must be nominated and seconded by two current members of NALA. At least one of the members must be present at the meeting to speak on behalf of their candidate.
- If there are more nominations than places available on the Board, an election will take place at the AGM.

### **To make a nomination**

Enter the names of those you wish to nominate on the attached form(s).

Include two passport size photographs for each candidate nominated.

Each photograph must be signed on the back by the candidate.

### **Deadline for Nominations to the Board – Friday 23 February 2018.**

Please return this form to NALA

Email: [literacy@nala.ie](mailto:literacy@nala.ie)

Post to: NALA, Sandford Lodge, Sandford Close, Ranelagh, Dublin 6.

Information about involvement in NALA's Board is attached.

<b>Nominations for Chairperson of NALA’s Board</b> <b>37<sup>th</sup> Annual General Meeting of NALA</b> <b>14 April 2018</b>	
<b>Name of Candidate:</b>	
<b>Address of Candidate:</b>	
<b>Proposed by:</b>	
If you represent an organisation member of NALA, please provide the name of your organisation here:	
<b>Seconded by:</b>	
If you represent an organisation member of NALA, please provide the name of your organisation here:	
Please return this form to NALA. Email: <a href="mailto:literacy@nala.ie">literacy@nala.ie</a> Post to: NALA, Sandford Lodge, Sandford Close, Ranelagh, Dublin 6.	
<b>Closing Date:</b>	<b>Friday 23 February 2018</b>

<b>Nominations for Honorary Secretary of NALA’s Board</b> <b>37<sup>th</sup> Annual General Meeting of NALA</b> <b>14 April 2018</b>	
<b>Name of Candidate:</b>	
<b>Address of Candidate:</b>	
<b>Proposed by:</b>	
If you represent an organisation member of NALA, please provide the name of your organisation here:	
<b>Seconded by:</b>	
If you represent an organisation member of NALA, please provide the name of your organisation here:	
Please return this form to NALA. Email: <a href="mailto:literacy@nala.ie">literacy@nala.ie</a> Post to: NALA, Sandford Lodge, Sandford Close, Ranelagh, Dublin 6.	
<b>Closing Date:</b>	<b>Friday 23 February 2018</b>

<p style="text-align: center;"><b>Nominations for Ordinary Member of NALA’s Board</b>  <b>37<sup>th</sup> Annual General Meeting of NALA</b>  <b>14 April 2018</b></p>		
<p><b>Name and Address of Candidate</b></p>	<p><b>Proposed by:</b>                      (if you are an organisation member provide your organisation’s name)</p>	<p><b>Seconded by:</b>                      (if you are an organisation member provide your organisation’s name)</p>
<b>1.</b>		
<b>2.</b>		
<b>3.</b>		
<b>4.</b>		
<p>Please return this form to NALA.                      Email: <a href="mailto:literacy@nala.ie">literacy@nala.ie</a>                      Post to: NALA, Sandford Lodge, Sandford Close, Ranelagh, Dublin 6.</p>		
<b>Closing Date:</b>	<b>Friday 23 February 2018</b>	

## Information about involvement in NALA's Board

### What is the role of the Board?

- Further the aim and objectives of NALA (as outlined in NALA's Constitution).
- Carry out decisions taken. Act on Resolutions passed at the Agency's Annual General Meetings.
- Oversee the smooth running of the Agency for example, its finances and staffing.
- Oversee the implementation of NALA's Strategic Plan (2017 - 2019).

### How much time is involved?

- Up to eight meetings a year in Dublin. Meetings last two hours for ordinary members with an additional two hours for Officers - Chairperson, Vice-Chairperson, Honorary Secretary, Honorary Treasurer.
- Attendance at some functions such as the Annual General Meeting and seminars.
- Working groups – involvement is at the discretion of members. There are usually six meetings a year, two hours per meeting.
- Preparing for meetings – about two hours per meeting.

Board members do not have to get involved in the day to day work of the Agency.

### Board Members must have

- An interest in and experience of adult literacy – as a learner, volunteer, practitioner, manager.
- An interest in and/or experience of organisations – staff and financial management.

NALA organises induction and governance training for all new Board members.

For further information please telephone Trevor Moore, Chairperson of NALA  
on (086) 331 4744