

Nominations to the Board of NALA

This year the following vacancies occur on the Board:

- **Chairperson (Blue form)**
- **Secretary (Pink form)**
- **Treasurer (Yellow form)**
- **Five member positions (Green form)**

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. Candidates must also be present at the AGM.
- 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 26 February 2020.

Please return this form to NALA

Email: literacy@nala.ie

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

Information about involvement in NALA's Board is attached.

Document 2 – Nominations to the Board of NALA

Nominations for Chairperson of NALA's Board 39th Annual General Meeting of NALA 28 March 2020	
Name of Candidate:	
Address of Candidate:	
Proposed by:	
If you represent an organisation member of NALA, please provide the name of your organisation here:	
Seconded by:	
If you represent an organisation member of NALA, please provide the name of your organisation here:	
Please return this form to NALA. Email: literacy@nala.ie Post to: NALA, Sandford Lodge, Sandford Close, Ranelagh, Dublin 6.	
Closing Date:	Friday 26 February 2020

Nominations for Secretary of NALA’s Board 39th Annual General Meeting of NALA 28 March 2020	
Name of Candidate:	
Address of Candidate:	
Proposed by:	
If you represent an organisation member of NALA, please provide the name of your organisation here:	
Seconded by:	
If you represent an organisation member of NALA, please provide the name of your organisation here:	
Please return this form to NALA. Email: literacy@nala.ie Post to: NALA, Sandford Lodge, Sandford Close, Ranelagh, Dublin 6.	
Closing Date:	Friday 26 February 2020

<p align="center">Nominations for Treasurer of NALA’s Board 39th Annual General Meeting of NALA 28 March 2020</p>	
Name of Candidate:	
Address of Candidate:	
Proposed by:	
<p>If you represent an organisation member of NALA, please provide the name of your organisation here:</p>	
Seconded by:	
<p>If you represent an organisation member of NALA, please provide the name of your organisation here:</p>	
<p>Please return this form to NALA. Email: literacy@nala.ie Post to: NALA, Sandford Lodge, Sandford Close, Ranelagh, Dublin 6.</p>	
Closing Date:	Friday 26 February 2020

Nominations for Member of NALA’s Board 39th Annual General Meeting of NALA 28 March 2020		
Name and Address of Candidate	Proposed by: (if you are an organisation member provide your organisation’s name)	Seconded by: (if you are an organisation member provide your organisation’s name)
1.		
2.		
3.		
4.		
5		
Please return this form to NALA. Email: literacy@nala.ie Post to: NALA, Sandford Lodge, Sandford Close, Ranelagh, Dublin 6.		
Closing Date:	Friday 26 February 2020	

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 (2020 - 2022).

How much time is involved?

- Up to eight meetings a year in Dublin. Meetings last two hours for members with an additional two hours for Officers - Chairperson, Vice-Chairperson, Secretary, 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 the NALA office on 01 412 7900