# Animal Section Chair ELECTION NOMINATION form

The Society for Experimental Biology welcomes nominations from members for the Animal Section Chair Role.

If you would like to nominate yourself or someone you know please complete the form below.

## POST Details

Term Length: 4 years

Start date: July 2023

## ApplicatION CRITERIA

Nominee must be a member of SEB.

Nominee must obtain the support of two existing SEB members.

Full Role Description and requirements can be found [here](https://www.sebiology.org/resource/animal-section-chair-role-description-pdf.html).

## Returning your FORM

### Deadline: 5pm GMT 14 APRIL 2023

Please return this form by email to [elections@sebiology.org](mailto:elections@sebiology.org) no later than 5pm GMT 14 April 2023.

If more than one nomination is received for the position, all candidates that have submitted a full application will be put forward for election.[[1]](#footnote-1)

Voting will be open to SEB members only and will take place between 21st April and the 19th May 2023.

Candidates will be informed of the outcome of the election as soon as possible after voting closes. Formal announcement of the appointed Trustee will be made at the SEB Centenary Conference in Edinburgh (4-7 July 2023.)

1. Nominee Details

|  |  |
| --- | --- |
|  |  |
| Full Name of Nominee | Insert name |
| Professional Position | Insert professional position (i.e. Prof. of Molecular Biology) |
| Organisation | Insert organisation name |
| Department | Insert department |
| Work Address | House name/ number  Street  City/ State  Postcode/ Zip code  Country |
| Home Address | House name/ number  Street  City/ State  Postcode/ Zip code  Country |
| Home Email Address | Insert home email address |
| Work Email Address | Insert work email address |
| SEB membership number (if known) |  |

1. Personal Statement

Please include a statement of no more than 250 words on what you believe you could bring to the position of *Animal Section Chair* role.

The statement will be published online if an election is required.

|  |
| --- |
| Insert Personal statement |

## Nomination Supporters

Please provide below details of two SEB members who are prepared to support your nomination. [[2]](#footnote-2)

### Supporter 1 DeTAILS

|  |  |
| --- | --- |
| Full Name | Insert Full Name of Supporter 1 |
| Position | Insert Position Title |
| Organisation/ Affiliation | Insert Organisation Name/ Affiliation |
| Email address | Insert Supporter 1 Email Address |
| SEB membership number (if known) |  |
|  |  |

### Supporter 2 details

|  |  |
| --- | --- |
| Full Name | Insert Full Name of Supporter 1 |
| Position | Insert Position Title |
| Organisation/ Affiliation | Insert Organisation Name/ Affiliation |
| Email address | Insert Supporter 1 Email Address |
|  |  |
| SEB Membership No |  |

## Supporting Documentation

Nominees are required to submit a short copy of their CV together with their nomination form. Please indicate below that you have submitted this.

Short CV Submitted

## DECLARATION OF TRUST

The person appointed as *Animal Section Chair* will also become a trustee and director of SEB.

The roles of trustee/director are regulated in the UK by the Charity Commission and Companies House which bar certain individuals from becoming trustees/directors. The legal requirements for being a trustee/director are set out [*here*](https://www.gov.uk/guidance/trustee-board-people-and-skills#check-prospective-trustees-are-eligible).

Being a trustee is not a role to be taken lightly and it is important that you understand the duties of a trustee; these are given [*here*](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/509664/cc3_lowink.pdf).

**DECLARATION**

I declare that I have read the requirements for being appointed a trustee and I understand the expectations of the SEB in regards to duties and time commitments. Having read those requirements I declare that I meet the requirements for being appointed a trustee.(Electronic signatures accepted).

Signed:

Date:

Print Name:

1. In the event that only one valid nomination is received, that nominee will be considered elected unopposed. [↑](#footnote-ref-1)
2. The membership credentials of the nominee and his/hers supporters will be checked and the supporters will be contacted prior to the nominee’s name going forward for election. [↑](#footnote-ref-2)