# TRUSTEE NOMINATION form 2025

# TREASURER

The Society for Experimental Biology welcomes nominations from members for the Treasurer Trustee 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 2025

## 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/asset/70F54DA3-8108-47C5-ACC8AE9C1EA78759/).

## Returning your FORM

### Deadline: Thursday 15th May 2025

Please return this form by email to elections@sebiology.org no later than 5pm GMT Thursday 15th May 2025.

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-2) If required, voting will be open to SEB members only and will take place between Tuesday 20th May and Tuesday 10th June.

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 Conference in Antwerp (8th-11th July 2025).

## 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/ numberStreet City/ StatePostcode/ Zip codeCountry |
| Home Address  | House name/ numberStreet City/ StatePostcode/ Zip codeCountry |
| Home Email Address | Insert home email address  |
| Work Email Address  | Insert work email address  |

## Personal Statement

Please include a statement of no more than 250 words on what you believe you could bring to the position of Treasurer.

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-3)

### 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  |
|  |  |

### 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  |
|  |  |

## Supporting Documentation

Nominees are required to submit a short copy of their CV together with their nomination form. As a legal requirement, we also ask that all trustees, or prospective trustees, complete a Trustee Eligibility declaration form. Please indicate below that you have submitted this.

[ ]  Short CV Submitted

[ ]  The Completed Trustee Eligibility declaration form (available to download [**here.**](https://assets.publishing.service.gov.uk/media/6023fe37d3bf7f70c4310b35/Trustee_Declaration_Form_Fields_December_2020.pdf))

## DECLARATION OF TRUST

The person appointed as the Treasurer 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 regard 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-2)
2. The membership credentials of the nominee and their supporters will be checked and the supporters will be contacted prior to the nominee’s name going forward for election. [↑](#footnote-ref-3)