



Call for Board Nominations for 2017 – 2019 Term

The International Psycho-Oncology Society (IPOS) is now accepting nominations to be on the Board of Directors. The deadline to submit is May 19, 2017 with the official start of the term commencing on August 18, 2017.

Individuals with a current “Active” membership type from across the globe are encouraged to submit nominations for the volunteer Board positions noted below. **The following positions are open for nomination by individuals who hold an ACTIVE membership type:**

1. One Vice President position
2. One Secretary position
3. Three individual Director positions:
 - One Director from the targeted regions of India, Russia and Africa.
 - One Director from the United States.
 - One Director from Canada.

New this year is a board position for an Early Career member. This new board position, which was approved by the membership earlier this year, is to ensure our early career members have representation. **The following position is open for nomination by individuals who hold an “Early Career Psycho-Oncology Professionals (ECP)” membership type:**

1. One Early Career Director

Important Nomination and Election Timelines:

- Release of call for nominations: March 29, 2017
- Nomination Deadline – May 19, 2017
- Ballots to be issued to all voting members – May 24, 2017
- Voting Closes – June 30, 2017
- Notification will be included in the 2017 IPOS AGM package emailed to all members by July 31, 2017.
- Official term commences August 18, 2017.

How to submit a nomination:

Each Nomination must include the following, TOGETHER in one email, to info@ipos-society.org by May 19, 2017.

1. Completed and signed nomination ACCEPTANCE form. *The nomination acceptance form can be found in the nomination package.*
2. Completed NOMINATOR form from a fellow IPOS member that holds an "Active" type of membership. *The nominator form can be found in the nomination package.* **Note, individuals that hold the following membership types are not eligible to nominate or vote: Associate, Members-in-Training, Honorary or Life.** The nominator form must come from an IPOS member eligible to vote.
3. Your Election Candidate Summary (*to be used in the election packaged shared with voting members*). This summary is to be in a Word file and include the following:
 - o Name and suffix, current employment position, employer name, city, prov/state, country
 - o Point form highlights of your experience with IPOS
 - o Current picture
 - o Current biography - brief 100 to 200 words maximum.
 - o Candidate Statement - outline about why you want to serve on the IPOS board and your election platform (what you would bring to IPOS if elected). 100 to 300 words maximum.

Position Descriptions:

Vice President (President- Elect):

The Vice President is the President Elect. This position involves a six-year commitment to the IPOS Board of Directors and Executive Committee. The succession pattern shall be such that an individual so elected shall serve one term as Vice President, one term as President and one term as Past President, for a total of six successive years. To seek nomination for the office of Vice President the member must have served, at some point in time, a minimum of one term on the Board of Directors.

Secretary:

This position is for a two-year term on the Board of Directors and on the Executive Committee. IPOS employs a management company to handle everyday secretarial and compliance reporting. The Secretary also works with the management company to ensure records are maintained in compliance with regulatory requirements. To seek nomination for the office of Secretary the member must have served, at some point in time, a minimum of one term on the Board of Directors.

Three Individual Directors:

Each position is for a two-year term on the Board of Directors. Directors shall reflect an international and multidisciplinary composition and function as the governing body of the Society. The primary responsibility of the Directors shall be to establish the policies of the Society. The Directors shall also monitor the activities of the Society to ensure compliance with, and progress toward the achievement of, those policies. The IPOS Constitution allows the Board to work towards ensuring appropriate geographical representation. To achieve this the three Director positions have been designated as:

- One Director from the targeted regions of India, Russia and Africa to work towards our World Health Organization (WHO) mandate.
- One Director from the United States. A large number of IPOS members are from the US and there are no directors with continuing terms from the US.
- One Director from Canada. A large number of IPOS members are from Canada and there are no directors with continuing terms from Canada.

One Early Career Director:

This position is for a two-year term on the Board of Directors and can only be held by a Early Career member. The Early Career Director role is to ensure the interests of career professional's interest are advanced. In the event that during their elected term, they transition to Active Member status, as per Article III Section 5 of this bylaw, they shall continue to complete the remainder of their elected term. No one member shall hold the position of Early Career Director for more than one term.

Meetings/Operations/Expectations:

1. The primary language IPOS operates in is English.
2. The Board of Directors meet at a minimum every six months with all Directors expected to participate. Meeting are held via Google hangouts, with at least one meeting being in person. IPOS does not reimburse costs for attending or participating in meetings.
3. The Executive Committee meets as the need arises via Google hangouts.
4. Both the Board of Directors and Executive Committee are expected to closely monitor the activities of the Society and provide support as needed.
5. Elected individuals will strongly be encouraged to attend in person a Board meeting in conjunction with the 2017 World Congress in Berlin.
6. All Board of Directors and Executive Committee members are expected to volunteer on a minimum of one IPOS committee (<http://www.ipos-society.org/about-ipos/sigscommittees/>)
7. Familiarity with the Society's Constitution and Organization Structure is required: <http://www.ipos-society.org/about-ipos/constitution-organization/>
8. The IPOS Board is considered a "working" Board, which requires directors to take on responsibilities beyond board meetings. This may include, but not limited to, supporting committee initiatives, working on agreed upon special projects, speciali initiatives and outreach to other organizations to further the IPOS mandate.

Questions/Comments? Please direct them to info@ipos-society.org



2017 IPOS NOMINATION FORM

I, (please print) _____ ,

hereby accept the nomination for the position of:

- Vice President
- Secretary
- Director (one of three positions)
- Early Career Director

Signed: _____

Dated: _____

Completed nominations are to be sent to IPOS by email to info@ipos-society.org by May 19, 2017.

Please be sure to also include with your nomination:

1. One completed Nominator form from an IPOS member with an active membership. Note, Nominator forms from Associate, Early Career Psycho-Oncology Professionals or Members-in-Training are not acceptable. The Nominator form must come from a member eligible to vote.
2. In a single document (Word file please) your Election Candidate Summary (*to be used in the election packaged shared with voting members*). This summary should include the following:
 - o Name and suffix, current employment position, employer name, city, prov/state, country
 - o Point form highlights of your experience with IPOS
 - o Current picture
 - o Current Biography - brief 100 to 200 words maximum.
 - o Candidate Statement - outline of why you want to serve on the IPOS board and your election platform. 100 to 300 words maximum.

Questions/comments: please call 416-968-0260 or email info@ipos-society.org.

Note: all nominations received will be acknowledged as being received within one business day of receipt. If you do not receive an acknowledgement, you can assume the nomination was NOT received. Please resend and contact the office.



2017 IPOS NOMINATOR FORM

I, *(please print)* _____ ,

Nominate *(please print)* _____ ,

for the position of:

- Vice President
- Secretary
- Director (one of three positions)
- Early Career Director

Signed: _____

Dated: _____

Questions/comments: please call 416-968-0260 or email info@ipos-society.org.