

The International Federation of Hard of Hearing Young People (IFHOHYP) Nomination Committee Working Format

TASKS OF THE NOMINATION COMMITTEE

- Suggest candidates to the board in IFHOHYP as well as a new Nomination Committee
- Keep abreast of developments in the Board
- Have primary responsibility for finding candidates
- Cooperate with the Board

1) **Criteria for selection of candidates for Board members**

- Ability of cooperation and democratic thinking; respond to Board communication regularly
- Ability to take initiative and willingness to take on tasks
- Commitment to training and spending their own time on IFHOHYP
- Be solution oriented - not problem oriented
- Demonstrate knowledge and interest on experiences of young hard of hearing people
- Ability to provide guidance/lead the committees and engage IFHOHYP members

2) **Methods and schedule for the Nomination Committee**

Four months before the Annual General Meeting:

- Being in contact with the Board
- Preparation/updating of all documents required for selecting new members of the Board – sending them to the Board:
 - Get Involved in IFHOHYP
 - How does IFHOHYP Board work
 - Application Form

Four to one month before the Annual General Meeting:

- The Board sends an invitation to all member organizations of IFHOHYP to nominate their candidate for the new IFHOHYP Board
- The Committee:
 - consults with the Board new potential candidates for Board member
 - contacts potential candidates for Board member
 - collects all completed application forms

One month before the Annual General Meeting

- The Committee sends all completed application forms to the Board, whom then distributes it to the members in the AGM package

3) **Obtaining Information**

Four months before the Annual General Meeting

- Getting a list of IFHOHYP members
- Overview of the current composition of the Board
 - Which positions are up for election?
- Conversation with incumbent Board members individually
 - Any desire for reelection?

TASKS OF THE IFHOHYP BOARD:

1) E-mail to IFHOHYP members

Three months before the Annual General Meeting the IFHOHYP Board sends:

- Information that the Nomination Committee has started its work
- A call to nominate candidates
- Information about the positions to be filled
- Information how IFHOHYP Board works
- Deadline for submission

2) E-mail to IFHOHYP members with Nomination Committee's proposal

One month before the Annual General Meeting the IFHOHYP Board sends:

- All candidates' application forms along with other documents from the Board

PRESENTATION AT ANNUAL GENERAL MEETING

1) The Nomination Committee submits its proposal

- Brief information on the Nomination Committee's work
- Brief information on the criteria for the proposal
- Nomination Committee's proposal
 - The recommended Candidates are introduced by the Nomination Committee
 - The recommended Candidates are presenting themselves
 - Other interested persons represented at the AGM can then inform the AGM that he/ she will stand as a counter candidate to any of the vacant position. He/ she will then present them selves for the AGM.

2) The Chairman takes over the election