

# IUFRO Division Coordinator (Board Member) Nomination Procedure (DRAFT)

## Division 3

*Prepared by Woodam Chung and Ola Lindroos*

26 October, 2017

*The purpose of this document is to establish a transparent and democratic process of nominating candidates for Division 3 Coordinator for the next IUFRO term (2019-2024).*

### **Background**

According to IUFRO statutes and rules, candidates for the Division Coordinator position can be nominated independently by any individual within IUFRO's Member Organization and Associate Members. However, Division Coordinators will normally be proposed by the Divisions concerned. The purpose of this document is to establish a transparent and democratic process of how Division 3 nominate candidates for Division 3 Coordinator.

Article XI, paragraph 9 of the IUFRO Statutes reads, "*Division Coordinators and their Deputies normally hold office from the first day after the IUFRO World Congress until the last day of the next World Congress. If they have served one full term, they are eligible for only one more term in the same post; if they were appointed between Congresses to fill a vacancy they are eligible for two full terms.*"

This Article indicates that those Division Coordinators who serve for one term are eligible to serve another term, but they will still need to be nominated again, should they be willing to serve for one more term.

At the 56<sup>th</sup> IUFRO Board Meeting held in September 2017, a consensus has been reached among the current Division Coordinators that 1) a transparent and democratic nomination procedure should be developed that may work across Divisions, and that 2) each Division may nominate multiple candidates to the IUFRO Nominating Committee in order to ensure ethnic, regional and gender balances in the IUFRO Board.

In this current term, nominations should be sent to the President of IUFRO (Mike Wingfield) and the chair of the Board's Nominating Committee (Niels-Elers Koch) by the 31<sup>st</sup> of December, 2017. The Nominating Committee will then review all nominations and provide a slate of candidates for each position during the 57<sup>th</sup> IUFRO Board Meeting in September 2018. The Board will make final recommendations to the International Council in October 2019 at the XXV IUFRO World Congress in Curitiba, Brazil.

### **Nomination procedure of Division 3**

As part of the open general nomination procedure in which individuals independently can nominate candidates for Division Coordinators, each Division can organizing its own process in a clear, transparent and democratic manner. For Division 3, the process is organized and administered under the responsibility of one of the following individuals:

- Current Division Coordinator if the person does not run for the post for another term
- A current Division Deputy Coordinator who do not run for the Division Coordinator post
- A current Research Group Coordinator who do not run for the Division Coordinator post

### **Eligible Nominators (Who can nominate?)**

According to IUFRO's statutes, any individual within IUFRO's Member Organization and Associate Members can nominate potential candidates. However, self-nomination is prohibited.

### **Eligible Nominees (Who can be nominated?)**

According to the IUFRO statutes, any individual within IUFRO's Member Organization and Associate Members can potentially be nominated. However, the nominee must:

- Be willing to act as Division Coordinator and IUFRO Board member, and
- Be supported by his/her employer for the travel and coordination activities that the position requires.

In addition to these rules, the nominees should have some level of familiarity, knowledge and experience with IUFRO, and its functions and governance. Therefore, the nominees must serve or have recently served in one of the following capacities:

- Division Coordinator
- Deputy Division Coordinator
- Research Group Coordinator
- Working Party Coordinator

### **General procedure for the Division 3 Coordinator nomination process, with the timeline for 2017**

- By October 15<sup>th</sup> a person responsible for the Nomination process is identified, and have accepted to be responsible for the execution of the following steps.
- A call for applications is sent out to all members of the Division 3 mailing list by October 31<sup>st</sup>.
- Complete nomination applications should be submitted by November 30<sup>th</sup>. Each application should be accompanied by three documents: a curriculum vitae, a candidate statement indicating main points of the candidate's envisaged strategy for the Division (max. 1 page), and a signed consent by the candidate and the candidate's employer stating that the candidate is willing to serve as Division Coordinator and that the employer is willing and able to support travel and coordination activities required to fulfil the responsibilities of Division Coordinator (see ANNEX 2 attached).
- An e-voting is conducted by the current Division 3 Officeholders (coordinators and deputy coordinators) by December 15<sup>th</sup>.
- A report is drafted and sent to the IUFRO President and the Nominating Committee by December 31<sup>st</sup> along with the names of the nominees and the results of the vote.

**ANNEX 2**

**Agreement of Employer**

I, .....the employer/representative of the employer  
confirm that  
the IUFRO nominee .....employed at our institution  
is available to serve IUFRO in the position of.....  
for the term 2019-2024.

In doing so, I understand the expectations of this appointment and am committed to support him/her in the travel and coordination activities that the post requires. I also understand that nomination does not guarantee election.

Signature Employer.....

Date.....

---

**Agreement of Nominee**

I, ..... the IUFRO nominee  
confirm that  
I am available to serve IUFRO in the position of.....  
for the term 2019-2024.

In doing so, I understand the expectations and work time implications related to this appointment and will fulfill all IUFRO activities that the post requires. I also understand that nomination does not guarantee election.

Signature Nominee.....

Date.....