



CALL FOR NOMINATIONS 2008

In accordance with Rule 53 Election of Branch Officers of the Constitution of the Public Health Association of Australia Inc, I hereby give notice that nominations are now called for the position of Branch President, Treasurer and Secretary.

Nominees shall be financial members of the Victorian Branch of Public Health Association of Australia Inc (2008-2009) and each nomination shall:

- (a) be in writing;
- (b) be signed by two members of the Branch;
- (c) include the written consent of the candidate;
- (d) indicate the position or positions for which the candidate is nominated; and,
- (e) be received by the Returning Officer no later than 5 pm on Wednesday 1 October 2008

All nominees should attach a single typed page of information in support of their candidacy. If a ballot is required for the position, this single page will be photocopied for circulation to all members.

Should there be more than one candidate nominated for any office, then the ballot papers for the contested positions will be sent to all branch members in time for a postal ballot to be conducted prior to the AGM being held on Wednesday 29 October 2008.

Results of the election will be announced at the Annual General Meeting.

ROLES AND RESPONSIBILITIES OF OFFICE BEARERS

Branch President

The Branch President is the spokesperson for the branch and chairs the Branch General Meetings including the Annual General Meeting, and meetings of the Branch Committee.

If the Branch President is absent a member chosen by and from the Branch Officers present will chair that meeting.

The Branch President will be eligible to be nominated for and to vote in the election of the Branch President chosen to represent her or his Branch on the Board.

Branch Treasurer

The Branch Treasurer under the supervision of the Branch Committee is responsible for the financial management of the Branch and for providing financial statements to the Board.

Branch Secretary

The Branch Secretary is responsible for recording details of the Branch's business; producing and distributing the minutes of Branch meetings; ensuring the Branch complies with the Constitution and Rules, producing (with the Branch President) the Branch's annual report and providing it to the Board and maintaining Branch membership records.