

# **CHARITY LAW ASSOCIATION**

## **EXECUTIVE COMMITTEE: ELECTION AND ROLES**

### **1. Election**

- 1.1. In accordance with the Constitution, in advance of the AGM, the Secretary of the Association gives notice to members of the posts vacated at the AGM and invites nominations. Candidates may nominate themselves and do not require to be seconded. Candidates are invited to submit a short (maximum 75 words) statement in support of their candidature.
- 1.2. Where nominations exceed vacancies, elections will be held by ballot prior to the AGM. All members who are members at the commencement of the ballot are eligible to vote. The result is announced at the AGM (with candidates being informed in advance). Candidates are requested not to canvass for votes.

### **2. Terms of Office**

- 2.1. Executive Committee members are appointed for three year terms, with a maximum of nine years consecutive service. After holding office for nine consecutive years a member shall not be eligible to stand for re-election for one year, save with the express approval of the Executive Committee.

### **3. Executive Committee Role and Time Commitment**

- 3.1. A range of experience and knowledge is welcome. All Executive Committee members are however expected to play a full role in furthering the work of the CLA. This also includes a willingness to share expertise and knowhow with other members of the CLA, reflecting the ethos of the CLA to pool knowledge for the benefit of the sector.
- 3.2. Regular time commitments include:
  - Preparation for and attendance at Executive Committee meetings (a minimum of four a year) either in person or, if that is not practicable, by remote attendance
  - Attendance at, and contributing to, members' meetings
  - Attendance at the Annual Conference (Conference roles are assigned to all Executive Committee members)
  - Chairing working parties on consultations and other technical issues
  - Participating in sub-committees dealing with particular areas of the CLA's work, for example the Annual Conference or other special projects
  - Dealing with follow up work from Executive Committee meetings as delegated by the Executive Committee
- 3.3. It is recognised some roles require substantial time commitment, for example the chairing of working parties. All Executive Committee members are expected to share as equally as possible in the work of the Committee.