**OFFICIAL NOMINATION FORM FOR BOARD POSITIONS**

**CANOEING IRELAND 2024 AGM**

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| **Nomination** | | **Signature of Club Chairperson** |
| Board Position |  |  |
| Member Nominated |  |  |
| Nominating Club |  |  |
| Seconding Club |  |  |

Relevant Experience and Qualifications of the Candidate to be a Board member:

Nominations should be submitted by email to [secretary@canoe.ie](mailto:secretary@canoe.ie)

Closing date for receipt of nominations is: **5pm on Monday 13th May 2024**

Please see below for procedures which apply to nominations:

* + 1. Those wishing to be considered for election must be over 18 years of age and must be paid up members of Canoeing Ireland.
    2. Each paid up Member Club shall only be entitled to nominate one candidate and second one other candidate for election. Each nomination must be countersigned by the chairpersons of the nominating and seconding clubs.
    3. Nominations must be submitted on the official nomination form, which shall be circulated with the notice of the meeting, outlining the relevant experience, qualifications etc of the candidate which will be made available to all Members having voting rights. Official nomination forms must be submitted to the Honorary Secretary in writing not less than 14 days before an AGM and 7 days before an EGM.
    4. Candidates putting themselves forward for any position on the Board shall by doing so accept that they shall become Directors of the Company and shall complete all necessary company forms as are required in relation to such directorship within 14 days of their election or appointment to the Board and prior to taking part in their first Board meeting.
    5. Board members (including the Chairperson) shall not be eligible for appointment to any paid office in Irish Canoe Union within one year of vacating their position on the Board. If the holder of any such paid office shall become a Board member his/her office at once shall be vacated.

**NEW BOARD POSITION DESCRIPTION**

**Membership & Clubs Director**

**Roles and Responsibilities**

1. To enhance relations and communications between the board of Canoeing Ireland and the general membership.
2. To organise or support quarterly interactions with members to ensure that the needs of the membership are understood and resourced.
3. To recommend, where appropriate, action plans for the board and CEO to consider which support members.
4. To create and support a culture of volunteering across the organisation.
5. To suggest areas for new club development and to support the growth and development of existing clubs.
6. To assist clubs with development plans.

**HP Pathway Representative**

**Roles and Responsibilities**

1. To act in an advisory capacity to the board on all matters relating to the development and ongoing management of a world leading high performance Canoe Sport system for Ireland with specific focus on performance pathways for athletes and coaches.
2. Will be a member of the High-Performance Unit (HPU)
3. Liaise with the Performance Director of Canoeing Ireland on policies related to high performance.
4. With the HPU, approve high-performance athlete selection policies and athlete/coach agreements/contracts.
5. Providing critical oversight of the high-performance strategy in the areas of pathway and athlete development.
6. Provide a link between the various disciplines and the board in relation to pathway projects and discipline development plans.