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| Honorary Degrees and Honorary Fellowships Election |
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| **NOMINATION OF A CANDIDATE FOR ELECTION AS A NON-ACADEMIC RELATED STAFF MEMBER TO HONORARY DEGREES AND HONORARY FELLOWSHIPS COMMITTEE (HDHFC) FOR 2020-21 – 2022-23** |
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| We, the undersigned, nominate ..............................................................................................................  of the Department/School/Section of ...................................................................................................................  (who, being a member of the non-academic staff is eligible to stand) as a candidate for election to membership of HDHFC as a **non-academic related staff member for 2020-21 to 2022-23**.  *Signed:*  (1) ............................................................... Department/School/Section of .....................................  being a member of non-academic related staff[[1]](#footnote-1)  *Name:* .............................................................. *Date*: .............................................................  *Signed:*  (2) ............................................................... Department/School/Section of .....................................  being a member of non-academic related staff1  *Name:* .............................................................. *Date*: ............................................... |
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| **STATEMENT BY THE NOMINEE**  I am willing to stand as a candidate for election as a non-academic related staff member on the HDHFC 2020-21 – 2022-23. Candidates should be able to attend meetings and any other events and meet the other requirements of Committee membership.  *Note:*   * A member must stand down from membership of HDHFC if they cease to be a member of the non-academic staff * All candidates must have a contract which extends to at least **31 July 2021** to be **eligible to** **stand and vote in the election** * All candidates are required to complete all modules as set out in the [Essential Training Policy](https://www.essex.ac.uk/articles/human-resources/organisational-development/essential-training) for University Employees and undertake to complete the relevant training for University Committee members.   *Signed:* ....................................................................... Date: ……………………………………………. |
| Please provide a short personal statement (no more than 350 words) which can be viewed on the online ballot paper. You should give brief biographical details, including how long you have worked at the University and write briefly in support of your nomination. Please submit this page electronically to the Governance Team, email: [elections@essex.ac.uk](mailto:elections@essex.ac.uk) to arrive by **5pm on 16 November 2020.** |
| Name: |
| Personal Statement |
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Candidates must also submit the following forms to accompany their Nomination Form:

* [Equality and Diversity Monitoring form](https://www.essex.ac.uk/-/media/documents/about/governance/equality-and-diversity-monitoring-form.docx)
* [Register of Interest form](https://www.essex.ac.uk/-/media/documents/about/governance/register-of-interests-form.pdf)2

Completed nomination form, **including the statement on page 2 of this form** and the forms listed above, must be received electronically (email: [elections@essex.ac.uk](mailto:elections@essex.ac.uk)) no later than **5pm** on **Monday 16 November 2020**.

The personal statement will be included in the ballot information, should an election be required.

2As a Grade 9 or above, I have completed an annual Register of Interest form and agree for my Register of Interest form to be disclosed to support my nomination. All nominations from Grade 8 and below, must complete a form as part of their submission.

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| Contact details  Governance Office, email elections@essex.ac.uk |

1. Either the proposer or the seconder must be from a different Department/School or Section [↑](#footnote-ref-1)