



## OFFICE BEARER NOMINATION FORM

### Nominee Details

Nominee: \_\_\_\_\_ (Name) / \_\_\_\_\_ (ID).

Nominating for (one position per form): Treasurer

Nominee is eligible due to being \_\_\_\_\_ (office/proxy) of  
the \_\_\_\_\_ (club/C&S Executive).

All clubs of which the nominee is a committee member, and positions held:

e.g., Monash Elephant Club (Secretary)

\_\_\_\_\_  
\_\_\_\_\_

Signature of nominee: \_\_\_\_\_ Date: \_\_\_\_\_.

### Nominator

Nominated by: \_\_\_\_\_ (Name) / \_\_\_\_\_ (ID).

Nominator is  President  Vice President  Treasurer  Secretary  
of \_\_\_\_\_ (club).

Signature of nominator: \_\_\_\_\_ Date: \_\_\_\_\_.

### Secunder

Secundered by: \_\_\_\_\_ (Name) / \_\_\_\_\_ (ID).

Secunder is  President  Vice President  Treasurer  Secretary  
of \_\_\_\_\_ (club).

Signature of secunder: \_\_\_\_\_ Date: \_\_\_\_\_.

This form must be submitted to the Returning Officer via email to [secretary@monashclubs.org](mailto:secretary@monashclubs.org) before 3:00pm on Wednesday 27<sup>th</sup> of May 2020.

Authorised by Francesco Barrese, Returning Officer.

## **C&S Council OGM Office Bearer Nomination Form – 02-06-2020**

*Nominations must be made in accordance with §5.4 of the C&S Constitution*

*Please read the following sections of the C&S Constitution to ensure that your nomination is submitted correctly.*

**2.4.9.** A person shall be eligible to be a C&S Office Bearer, or be elected a C&S Office Bearer, if they are a Student, and

- (i) is a C&S Office Bearer;
- (ii) is a Club Office Bearer; or
- (iii) has commenced their appointment as a Club President's proxy, in accordance with §4.5.12, at the time of election, except as restricted in §2.4.10 - §2.4.13.

**5.4.2.** A nomination of a candidate for election as a C&S Office Bearer shall

- (i) be made in writing on a nomination form supplied by the Returning Officer;
- (ii) state the nominee's full name and Student number, the body (a Club or the Executive) from which s/he is being nominated, and the position held within that body;
- (iii) state all Clubs of which the nominee is a committee member, and the position held in each Club;
- (iv) include the signed consent of the nominee;
- (v) be endorsed by a Club Office Bearer of each of 2 Clubs, at least 1 of which the nominee is not a member, and include the signature, full name, Student number, Club and position held within the Club, of each endorser; and
- (vi) be delivered to the Returning Officer by 3:00pm four academic days' prior to the scheduled start of the General Meeting at which the election is to be held, except as prescribed in §5.4.4.

**2.4.6.** The duties of the Treasurer shall be to

- (i) attend Executive Meetings and General Meetings;
- (ii) monitor and review grants regulations, in conjunction with the President;
- (iii) prepare budget submissions to MSA, in conjunction with C&S Staff Members, as required;
- (iv) represent C&S in MSA budget meetings, as appropriate;
- (v) evaluate and process grant applications and reports, as prescribed in the C&S Grants Regulations;
- (vi) monitor spending from the C&S grants budget;
- (vii) submit an annual report to the AGM;
- (viii) staff the C&S space for at least 2 hours per week; and
- (ix) perform other duties, as the Executive may resolve.

**As per the Notice of Election, nominations must be received before 3:00pm on Wednesday 27<sup>th</sup> of May 2020 via email to [secretary@monashclubs.org](mailto:secretary@monashclubs.org)**

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Authorised by Francesco Barrese, Returning Officer.