

**CALL FOR NOMINATIONS FOR ISOC KENYA CHAPTER 2014 ELECTIONS**

<b>Positions</b>	<p>1. The ISOC Elections Committee (Committee) was appointed during the ISOC Kenya Chapter (ISOC Ke) meeting on February 22<sup>nd</sup>, 2014. Members of ISOC Ke are invited to contest for the following positions in the Executive Committee:</p> <ul style="list-style-type: none"> <li>a) Chair (1)</li> <li>b) Vice Chair (1)</li> <li>c) Secretary (1)</li> <li>d) Treasurer(1)</li> <li>e) 3 Chairs of Standing Committees(3) of ISOC that is : <ul style="list-style-type: none"> <li>i. Membership Committee</li> <li>ii. Budget and Finance Committee</li> <li>iii. Program Committee</li> </ul> </li> </ul>
<b>Roles</b>	<p>2. The <b>Chair</b> will:</p> <ul style="list-style-type: none"> <li>a) be generally responsible for leading the Chapter and managing its activities in accordance with the policies and procedures of the Internet Society and these By-laws;</li> <li>b) preside at all meetings of the general membership of this Chapter;</li> <li>c) serve as Chair of the Executive Committee and any other meetings of the Chapter;</li> <li>d) in consultation with the Executive Committee appoint temporary committees;</li> <li>e) carry out any other duties incidental to this office;</li> </ul> <p>3. The <b>Vice Chair</b> will:</p> <ul style="list-style-type: none"> <li>a) In the absence of the Chairman, preside over meetings and perform any duties which are "executive" or "external" in nature as defined by the Executive Committee;</li> <li>b) Generally oversee the performance of Committees and programs of the Chapter;</li> <li>c) Carry out any other duties designated to them by the Executive Committee.</li> </ul> <p>4. The <b>Secretary</b> will:</p> <ul style="list-style-type: none"> <li>a) Make official communication on behalf of the Chapter;</li> <li>b) Keep minutes of the Chapter as well as those of Executive Committee meetings;</li> <li>c) Prepare the Chapters annual report for presentation to the members at the Annual General Meeting;</li> <li>d) Prepare the Chapters annual work plan for submission to ISOC</li> </ul>

	<p>Headquarters;</p> <ul style="list-style-type: none"> <li>e) Keep safe custody of the members register and the correspondence files of the Chapter;</li> <li>f) Notify ISOC headquarters of any changes in the Executive Committee;</li> <li>g) Submit any proposed amendment to the Manager Chapter Formation for approval</li> <li>h) Report to ISOC Headquarters from time to time as required by ISOC regulations, including preparing an annual activity report and list of members and executive committee officers;</li> <li>i) Carry out any other duties incidental to this office.</li> </ul> <p>5. The <b>Treasurer</b> will:</p> <ul style="list-style-type: none"> <li>a) Collect dues, pay all bills, and maintain the Chapters financial records;</li> <li>b) Prepare the Chapters Annual Financial Report for presentation to the members at the Annual General meeting and in compliance with the Laws of Kenya;</li> <li>c) Submit the Annual Financial Report to ISOC Headquarters;</li> <li>d) Carry out any other duties incidental to this office.</li> </ul> <p>6. The <b>Chairs of the Three Standing Committees</b> will:</p> <ul style="list-style-type: none"> <li>a) Serve in the Executive Committee and therefore take collective responsibility for decisions taken by the Executive Committee</li> <li>b) Chair their respective committees and report to the Executive Committee on matters in their charge</li> </ul>
<b>Eligibility</b>	<p>7. In order to promote the objectives of the society, for a person to contest for the positions in above, they must:</p> <ul style="list-style-type: none"> <li>a) Be a bona fide member who is eligible to vote, that is <ul style="list-style-type: none"> <li>i. Be a registered member of the Internet Society ( ISOC global)</li> <li>ii. Be affiliated to the ISOC Kenya Chapter</li> <li>iii. Ordinarily reside in Kenya</li> <li>iv. NOT be a member of the Elections Committee</li> </ul> </li> <li>b) Have been a member of ISOC Ke for at least 6 months prior to the Election</li> <li>c) Demonstrate an understanding of ISOC's mission and be prepared to further ISOC 's objectives in Kenya</li> </ul>
<b>Procedure</b>	<p>8. Members interested who meet the eligibility criteria are required to send their nomination statement to the email <b>isoc_ke_electioncommittee@googlegroups.com</b> on or before <b>12: 00 noon of Friday 14<sup>th</sup> March 2014.</b></p> <p>9. The nomination should include the following:</p> <ul style="list-style-type: none"> <li>a) Name of the nominee</li> </ul>

	<ul style="list-style-type: none"> <li>b) ID or passport number (please attach a copy of the same)</li> <li>c) Passport photo</li> <li>d) Current physical address</li> <li>e) Phone number</li> <li>f) Global ISOC number</li> <li>g) Date of registration to ISOC KE Chapter</li> <li>h) The seat the nominee is contesting for</li> <li>i) A brief statement of not more than 200 words expressing their understanding of ISOC objectives and past interactions with ISOC etc.</li> <li>j) A statement to the effect that information submitted by the nominee is true to the best of their knowledge and is submitted in good faith.</li> </ul> <p>10. Nominees should note that the email address and phone number provided will be used for communications from the Elections Committee.</p>
<b>Publication</b>	<p>11. The Elections Committee will consider all nominations sent to it. A list of valid nominations will be published on the ISOC Ke mailing list by Sunday 16th March 2013.</p>