

# 2024 CALL FOR NOMINATIONS & NOMINATIONS FORM

## CATIE Board of Directors

Every year, CATIE elects members to serve on its board of directors. Each director plays an important role in the governance of CATIE and influences the direction and future goals of the agency. CATIE's board of directors seeks members with diverse skills, including legal and financial experience, strategic thinking, and experience in the education and healthcare fields. The board also seeks representation from communities disproportionately affected by HIV and hepatitis C in Canada, and in particular, seeks to increase representation on our board of people with lived or living experience of substance use, as well as Black, Indigenous, Asian and other racialized people. We are committed to improving the representation of racialized people by addressing how systemic racism continues to disproportionately affect racialized people's access to positions of leadership in Canada's HIV, hepatitis C and harm reduction response.

### **NOMINATION & ELECTION GUIDELINES**

**The deadline for receipt of nominations is Friday, July 19, 2024, noon EDT.**

**Board elections are held in advance of the Annual Meeting with the results of the election announced at the annual meeting. Nominations received after the deadline, including nominations during the meeting, will not be accepted.**

Any member in good standing may nominate another member of CATIE to stand for election to the board. CATIE's records will be the final determinant as to whose membership is current and valid.

There are three categories of positions on the board of directors:

Regional directors

At-large directors

Indigenous director

- Directors are elected for a term of two years; approximately half are elected in alternate years.
- You are encouraged to nominate people with lived experience of HIV/AIDS, hepatitis C or substance use, who have the skills required by the CATIE board of directors.
- All members are able to nominate, stand for and vote in the election of at-large directors.
- The Indigenous director must be nominated by an organizational or individual member who identifies as Indigenous according to CATIE membership records. Only these members can vote for this position.
- For regional directors, both the nominee and their nominator must reside in the region represented. Regional director positions are voted upon by the membership within that specific region.
- CATIE requires that at least 50% plus one of its directors have lived or living experience of HIV, hepatitis C or substance use.
- During the election nominees may be removed from the ballot to meet the minimum requirements described above.
- Nominees and nominators are encouraged to review the 2024 Nominations and Elections Procedures for additional information.

### **THE FOLLOWING POSITIONS WILL BE ELECTED THIS YEAR**

<b>Five regional directors</b> One Pacific director One Western director Two Ontario & Nunavut directors Two Quebec directors One Atlantic director	<b>Two at-large directors</b>
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### INSTRUCTIONS

- Please download and save the nomination form with the file name “**LAST NAME First name\_nomination.**”
- All of the fields in this nomination form are interactive and may be completed on your computer. You do not need to print the form, but printed forms will also be accepted.
- Resave the completed nomination form with your changes.
- Any omissions in the nomination form risk invalidating the nomination.
- The nominee and nominator will receive a confirmation e-mail upon receipt of the nomination form and nominee’s biography.
- E-mail the completed nomination form, biographical profile and a photograph showing the nominee’s head and shoulders to [membership@catie.ca](mailto:membership@catie.ca)
- Photographs of successful candidates may be used on CATIE’s board web page and to introduce board members at the annual meeting.
- The nomination form and biographical profile must be received by CATIE no later than **Friday, July 19, 2024, noon EDT.**

If you have any questions about your membership, the nominations or election process, please contact [membership@catie.ca](mailto:membership@catie.ca).

Nominee		
Name:		
Mailing address:		
City:	Province/Territory:	Postal code:
Home phone (with area code):		
Work phone (with area code):		
E-mail:		
The position to which I nominate this person is:		
<input type="checkbox"/> Regional director for Pacific (British Columbia, Yukon)		
<input type="checkbox"/> Regional director for Western (Alberta, Saskatchewan, Manitoba, Northwest Territories)		
<input type="checkbox"/> Regional director for Ontario & Nunavut		
<input type="checkbox"/> Regional director for Quebec		
<input type="checkbox"/> Regional director for Atlantic (New Brunswick, Nova Scotia, Prince Edward Island, Newfoundland and Labrador)		
<input type="checkbox"/> At-large director		
Nominated by:		
Name:		
Mailing address:		
City:	Province/Territory:	Postal code:
Home phone (with area code):		
Work phone (with area code):		
E-mail:		
Declaration of the nominator:		
<p>I _____ (nominator’s name) am a member of CATIE in good standing and I wish to nominate the above person for election to the board of directors of CATIE. <i>Please note that the nominator’s name will be disclosed to CATIE’s members at the voting stage.</i></p> <p>In lieu of a signature, please type your name below: _____ Date: _____</p>		

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### Declaration of the nominee

I, \_\_\_\_\_ (nominee's name), accept the nomination to CATIE's board of directors as submitted. I certify that I comply with the nomination criteria explained in the *Nominations and Elections Procedures for Directors* document, and that all of the information contained on this form and in the attached biographical profile is true. **Please ensure the biographical information does not exceed 350 words in length.** Biographical information will be shared with all members and, if elected, will be shared through CATIE's public communications channels.

Lived or living experience is used to determine the minimum representation requirements outlined in CATIE's bylaws. This information is not disclosed publicly without the consent of the individual. Candidates may choose to disclose their experience in their biographies at their discretion.

I have lived or living experience of:  HIV  hepatitis C  substance use

In lieu of a signature, please type your name below:

Date:

\_\_\_\_\_