



Young Livestock Exporters Network
2022 Annual General Meeting

To: All Full Members

Subject: **Call for Nominations**

As per this notice, members should be aware of there being **two committee positions** becoming vacant.

Financial members of YLEN (for more than 7 days) can put forward a nomination to assume a committee position.

Nominees will have the opportunity to present to members at the 2022 AGM before voting commences, and after polling; the two nominees with the most supporting votes will be welcomed to join the 2023 management committee.

At this time, vacated positions will be assigned to newly elected members and the new management committee will vote on a new Chair.

Note: Nominees are strongly encouraged to make contact current committee members to ensure they fully understand the roles and responsibilities of holding a committee position, prior to applying. Nominees should be aware of committee roles prior to putting forward a nomination and have a willingness to engage in any of the committee roles as seen below:

Position of Chairperson – approx. 5 - 10hrs/wk – 2 year term

This position becomes vacant at the 2021 Annual General Meeting. Nominations are called for to fill the vacated Position of Chairman.

- Presides at all committee meetings
- Serves as the primary contact for YLEN, including media & public speaking opportunities.
- Oversees the strategic direction, goals and programs of YLEN.

Position of Vice Chairperson approx.. 3-6hrs/wk – 2 year term

This position becomes vacant at the 2021 Annual General Meeting. Nominations are called for to fill the vacated Position of Vice Chairman.

- Prepare to assume the role of chair and fills chair role when chair is absent.
- Fulfills chair roles when chair is absent
- Manages compliance with governance reporting requirements.
- Assists to implement the programs of YLEN.

Position of Treasurer approx. 3-6hrs/wk – 2 year term

This position becomes vacant at the 2021 Annual General Meeting. Nominations are called for to fill the vacated Position of Treasurer.

- Reconciles bank accounts, accounting systems and produces financial statements.
- Oversees annual financial audits, reports and budgets.
- Assists to implement the programs of YLEN.

Position of Secretary approx.. 3-6hrs/wk – 2 year term

This position becomes vacant at the 2021 Annual General Meeting. Nominations are called for to fill the vacated Position of Secretary.

- Generates an agenda and minutes for all meetings
- Schedules committee meetings
- Assists to implement the programs of YLEN.

Nominations are open and must be received by **5.00pm, Sunday 30th October 2022**. Please forward nominations addressed to the YLEN Secretary –c/- email to *admin@ylen.org.au*. See next page for Nomination forms.

**YLEN Nomination Form
Election of Association Chairman / Vice Chairman
/ Treasurer / Secretary - 2022**

Nominee

[Insert name].....

Eligibility requirements for the Nominee:

- *Nominees must be a Full Member of YLEN (for at least 7 days).*

Nominated By:

Name of Nominator:

Signature:

Eligibility requirements for the Nominator:

- *Nominations must be made by a Full Member of YLEN.*

Seconded by:

Name of Seconder:

Signature:

Eligibility requirements for the Seconder:

- *A seconder to a nomination must be made by a Full Member of YLEN*

Nominee Acceptance

I accept the nomination.

Name:

Signed:

Nominations are open and must be received by **5.00pm, Sunday 30th October 2022.**

Please forward nominations addressed to the YLEN Secretary – *c/o email to
admin@ylen.org.au*