

Preface

The Coordinating Board will similarly elect from among its members a Vice-Chair whose term will be two years renewable. However, no individual shall serve as Vice-Chair for more than two consecutive terms.

In the interests of continuity, the Vice-Chair will be elected in the alternate years between the election of the Chair.

Appointment as Vice-Chair will carry no implications in relation to future chairmanship of the Coordinating Board.

In agreement with the Chair, the function of the Vice-Chair may be to chair sessions of Coordinating Board meetings and to represent the Coordinating Board in meetings and missions.

The process for nomination and election of the Vice-Chair will follow that for the selection of the Chair.

Nomination Process

1. The Board will select from among its members a Vice-Chair whose term will be two years renewable. However, no individual shall serve as Vice-Chair for more than two consecutive terms.
2. The criteria for eligibility for Vice-Chair will include:
 - Membership of the Coordinating Board
 - A willingness to fulfil the commitments of the Vice-Chair, including its representative role, and to devote time and effort to enhance the Partnership
 - Good oral and written communication skills, including fluency in English
 - A willingness to provide support and access to the Secretariat.
3. An Autumn Board meeting shall be organised to coincide with the expiry of the Vice-Chair's term.
4. At the Spring Board meeting before the Autumn Board meeting when the Vice-Chair's term is to expire, the Board shall appoint a Nominating Committee of three Board members who do not themselves intend to stand for the position of Vice-Chair. In advance of that spring meeting, the Executive Secretary will issue an invitation for volunteers to serve on the Nominating Committee.
5. At least three months before the expiry of the Vice-Chair's term and the autumn meeting, the Nominating Committee will invite Board members to notify them of nominations for the Vice-Chair by a given date
6. The Nominating Committee will scrutinize the nominations to determine eligibility, and then contact eligible nominees to determine their willingness to stand.
7. At least six weeks before the expiry of the Vice-Chair's term and the autumn meeting, the Nominating Committee will advise Board members of the actual candidates. In the event of more than one candidate, the Committee will announce a vote to select a Vice-Chair,

on the basis of one vote for each Board member. The vote will be conducted anonymously and will take place on or about the date of the Autumn Board meeting. Voting may take place either at the meeting by secret ballot or through an electronic voting system that ensures confidentiality.

8. In the event of an election held during the Board meeting, Board members unable to attend the Board meeting may notify the Nominating Committee in writing of their vote in advance of the Board meeting.
9. A quorum for the election will be two thirds of eligible voters.
10. At the Autumn Board meeting, the Nominating Committee will oversee the voting process, provide facilitation as necessary and advise the Board of the outcome of the selection.
11. The Board will formally approve the Vice-Chair.