

Canadian Chapter of ACHE Board of Directors Election Notice

Dear Colleagues:

As ACHE Regent for Canada it is my privilege to Chair the Nominations Committee of the Canadian Chapter Board of Directors for the 2019-2021 slate.

This official notice serves as the beginning of the election process to select new Directors to serve on the Canadian Chapter of ACHE Board of Directors, the body that represents ACHE’s affiliates in Canada. Service as an elected official is a unique opportunity to exercise your leadership ability, share innovative ideas, and act on behalf of fellow Canadian ACHE members.

The intent of the Chapter Board of Directors is to have a balanced representation of a broad geography across Canada, based on the ability for members to actively serve on the Board of Directors and Committees. The individual is expected to reside in the region they are applying to represent. Board meetings are held monthly at the call of the Chair, and Directors are requested to perform other duties as discussed at the Executive level.

All Canadian Chapter of ACHE members who wish to run for election must submit a [Letter of Intent](http://canada.ache.org/wp-content/uploads/sites/32/2017/11/Letter-of-Intent-2018-Director-Elections-1.docx) to Danielle Swerhone, Regent & Chair Nominations Committee electronically at dswerhone@gmail.com **by 5 pm MST, Friday, December 14, 2018.** When submitting the letter of intent please use this form. If you have submitted your letter of intent electronically, and you have not received confirmation that it was acknowledged by December 13, 2018, please contact Danielle Swerhone at dswerhone@gmail.com.

**Elections will be held in the following jurisdictions:**

* Alberta - 1 position
* Manitoba/Saskatchewan/NWT/YK/Nunavut - 1 position
* Ontario - 2 positions
* Quebec - 1 position
* PEI/NB/NS/NFLD & Labrador - 1 position

**Key Dates**

* **November 5, 2018 – December 14, 2018** Nominations Period
* **December 14, 2018 1700 hours ( MST)** Nominations Close
* **January 4 - 20, 2019** In the event of multiple candidates in one region, an election will occur of the membership in that area. Elections in Ontario; PEI/NB/NS/NFLD & Labrador; Alberta;MB/Sask/NWT/YK/Nunavut; Quebec.
* **March , 2019,** Term for Elected Directors begins after the Annual Business Meeting.

**Please note:**

* All incumbents are eligible for re-election
* Interested individuals must be Members, Fellows or Life Fellows in good standing with ACHE to be eligible for nomination.
* Individuals may self-nominate or be nominated by any Affiliate of the Canadian Chapter of ACHE
* Individuals must be working/ living in the jurisdiction in which they are seeking nomination
* Directors will be elected by the Chapter Affiliates working in the respective jurisdictions.
* Affiliates are assigned to a jurisdiction based on their business address. Affiliates who are uncertain about their membership status, jurisdiction or would like additional information about the responsibilities of a Director may contact Danielle Swerhone, Chair, Nominations Committee, Canadian Chapter of ACHE at dswerhone@gmail.com.
* New Directors will each serve a two-year term on the Chapter Board of Directors beginning March, 2019 at the ABM.

Regards,

Danielle Swerhone

ACHE Regent & Chair, Nominations Committee

Canadian Chapter of ACHE

Attachment below



**2019 ACHE Canadian Chapter Board of Directors**

**Letter of Intent**

**Director Area:**

**Candidate Name:**

**Title:**

**Organization:**

**Business Address:**

**Business Phone:**

**Email:**

**Statement of Interest—Which of ACHE's values (Integrity, Lifelong Learning, Leadership and Diversity) is most important to you and how will you promote this value as a Director for the Canadian Chapter of ACHE?**

**Additional supporting information** such as ACHE positions you hold or may have held, volunteer activities with ACHE etc. may be included with your Letter of Intent.

By submitting my name to run in the 2019 Canadian Chapter of ACHE Board of Directors Election I accept that I will abide by ACHE’s Bylaws, Code of Ethics, Regulations, Canadian Chapter Bylaws and other rules relating directly to the election process.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please return this Letter of Intent to dswerhone@gmail.com by 5 pm MST, **December 14, 2018.**