



QPAT Executive Committee Call for Nominations 2020-2022

Association provinciale des enseignantes et enseignants du Québec

Please Post Call for Nominations

Nominations are invited for the following positions on the QPAT Executive for 2020-2022:

PRESIDENT

GENERAL CHAIRPERSON

TREASURER

SECRETARY

THREE (3) MEMBERS-AT-LARGE

Each nomination must be signed by at least fifteen (15) active members drawn from at least two (2) locals of QPAT, accompanied by the curriculum vitae of the nominee and his/her consent in writing. Please ensure that nominators print their names as well as signing.

Nomination forms are available at the QPAT office. These forms are not required by the by-laws and are provided only as a convenience.

Nominations should be addressed to: The Nominations Committee, c/o QPAT, 17035 Brunswick Blvd., Kirkland, (Quebec) H9H 5G6. **The deadline for receipt of nominations is Wednesday, March 18, 2020 at 4:00 p.m.**

Qualifications of the President and Description of Duties

The President must have either served on the Board of Directors for at least one (1) full year in the five (5) preceding his or her candidacy for the presidency or was a former member of the professional staff of QPAT or one of its local unions for at least one (1) year in the five (5) preceding his or her candidacy for the presidency.

The President shall:

- preside at meetings of the Executive Committee;
- act as spokesperson of the Association and represent the Association at various meetings at the provincial level;
- be the chief executive responsible for implementing the policy of the Association;
- be ex-officio member of each standing committee, with the exception of the Nominations and Discipline Committees.

Qualifications of Executive Members and Description of Duties

Executive members shall be elected for a period of two (2) years. All the candidates to be officers must be members in good standing of a local union of the Association.

All the candidates to be officers must have served as a union representative/delegate of a QPAT local union, or as a member of the Executive, or a former member of the professional staff of QPAT or a local union for at least one (1) full year within the five years preceding his/her candidacy.

The Executive shall meet when required in order to:

- prepare the agendas for meetings of the Board of Directors and the Provincial Council, such agendas to be sent to the members of these bodies at a reasonable time prior to their meetings;
- carry on the business of the Association between meetings of the Board of Directors;
- act as the staffing committee of the Association.

Each Executive Member shall:

- discharge the duties associated with his or her office;
- attend meetings of the Executive Committee, the Board of Directors, the Provincial Council and other meetings of the Association.

The General Chairperson shall:

- preside at general meetings of the Association;
- preside at meetings of the Board of Directors;
- preside at meetings of the Provincial Council.

The Treasurer shall:

- act as Chairperson of the Finance and Budget Committee;
- act as custodian of the funds and books of the Association;
- oversee the expenditures of the same in accordance with the votes of the Provincial Council, or the Board of Directors;
- cause to be deposited all funds of the Association, in the name of the Association, in a financial institution approved by the Board of Directors;
- prepare, or cause to be prepared, annually, or as often as may be required by the Board of Directors, a financial abstract.

The Secretary shall:

- keep, or cause to be kept, a record of membership by means of a system approved by the Board of Directors;
- keep, or cause to be kept, a full and just record of the proceedings of the Association, the Executive Committee, the Board of Directors and the Provincial Council;
- make such reports as shall be required by the General Meeting, the Executive Committee, the Board of Directors, or the Provincial Council, as the case may be.