



VICTORIA  
CONFEDERATION  
OF  
PARENT ADVISORY COUNCILS  
556 BOLESKINE ROAD, VICTORIA, BC V8W 2R1  
TELEPHONE (250) 475 4193  
WWW.VCPAC.CA

#### CALL FOR NOMINATIONS FOR VCPAC EXECUTIVE POSITIONS:

To promote succession planning within VCPAC Executive.

#### VOLUNTEERS NEEDED:

The executive officers of the confederation required are:

1. President
2. Vice-President
3. Secretary
4. Treasurer
5. 5 Directors
6. Additional Directors, if approved at the AGM (up to (3) positions)

#### ELIGIBILITY

Any Parent of a child registered in SD61 is eligible to be nominated to be an Executive member. No employee of any public Board of Education will be eligible to hold an Executive position with VCPAC.

#### LENGTH OF TERM OF OFFICE:

Term is one year. All executive members shall assume office on June 1st.

#### RESPONSIBILITIES AND ENTITLEMENTS:

1. Executive Members will abide by the
  - a. Constitution and Bylaws,
  - b. Code of Conduct, and the
  - c. Policies and Position Statements of VCPAC.
2. VCPAC believes in transparency and an engaged membership. Therefore the Executive will process its decisions by making recommendations by notice of motion to the General Meeting for approval with the exception of time sensitive issues.
3. The Membership may by Special Resolution remove an Executive member before the expiration of his/her term.
4. No Executive member is entitled to any remuneration from VCPAC. Pre-approved expenses incurred while carrying out VCPAC business will be reimbursed by VCPAC.

5. Executive members may not use their position for personal profit or gain.
6. The Executive will establish terms of reference for each committee established pursuant to Article VI.
7. The Executive will appoint all external committee members and present the appointments to the membership for ratification.
8. The Executive will utilize consensus building processes when developing positions on issues.
9. The Executive will pre-approve information to be released to the public including:
  - a. Press releases
  - b. Information provided as a VCPAC representative on District committees or liaison meetings with partners in education
  - c. Other public communications as determined by the Executive.

#### SUBMISSION OF NOMINATION:

Please have a sponsoring PAC send in your nomination to [nominations@vcpac.ca](mailto:nominations@vcpac.ca). This should be done by the Friday before the Annual General Meeting to ensure it is received. Nominations may also be made on the floor.

Note: If you would like more information, please feel free to contact any current VCPAC Executive member. Their contact information can be found at: <http://vcpac.ca/executive-portfolios>