



Association of Canadian Ergonomists
Association Canadienne d'Ergonomie

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2 – 555 Hall Avenue East
Renfrew, Ontario K7V 4M7
Toll Free/Sans frais: 1-888-432-2223
E-mail/Courriel: info@ace-ergocanada.ca
Internet/Site internet: www.ace-ergocanada.ca

CALL FOR NOMINATIONS FOR 2020 NATIONAL COUNCIL

1. Honorary Fellows, Fellow and Members may nominate and may vote for candidates for National Council. Corporate members, Affiliate members and Student members are not entitled to nominate or vote.
2. Candidates for election to National Council must be Honorary Fellows, Fellows or Members. Corporate members, Affiliate members and Student members cannot be nominated.
3. Any voting member seeking office as an elected member of National Council must be nominated by one voting member of the Association who is qualified to nominate under the By-laws of the Association, and must indicate a willingness to serve if elected.
4. Nominations must be received at the ACE National Office by **4:00 p.m. EST on July 1st, 2019**. By E-mail to Karry at info@ace-ergocanada.ca.

By Mail at: **Association of Canadian Ergonomists**
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5. All nominations must be submitted on this form or a facsimile thereof. Candidates may be nominated for more than one position.
6. Nominations are invited for the following positions:
 - a) President Elect* – One year term (one position, to become President in 2021)
 - b) Secretary – 2 year term
 - c) Treasurer – 2 year term (one (1) year remaining on term, position to commence immediately)
7. Candidates are asked to submit a high resolution photo and biographical sketch, not more than 200 words, for distribution with the Notice of Annual Meeting and Proxy Form.

8. NAME OF NOMINEE: _____

NOMINATED FOR: → President Elect 2020 (who will become president in 2021)

NOMINATED BY (print): _____

SIGNATURE: _____ DATE: _____

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9. CONSENT OF CANDIDATE

I, _____, accept the nomination for the position of President Elect.

SIGNATURE: _____ DATE: _____

10. NAME OF NOMINEE: _____

NOMINATED FOR: → Secretary*

NOMINATED BY (print): _____

SIGNATURE: _____ DATE: _____

11. CONSENT OF CANDIDATE

I, _____, accept the nomination for the position of Secretary.

SIGNATURE: _____ DATE: _____

12. NAME OF NOMINEE: _____

NOMINATED FOR: → Treasurer*

NOMINATED BY (print): _____

SIGNATURE: _____ DATE: _____

13. CONSENT OF CANDIDATE

I, _____, accept the nomination for the position of Treasurer.

SIGNATURE: _____ DATE: _____

14. In the event that only one nomination is received for a position, the Secretary will announce the results of the election by acclamation at the Annual General Meeting.

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15. In the event that more than one nomination is received for a position, the Secretary or the Treasurer shall cause there to be a vote taken at the Annual General Meeting on prescribed ballots. The President shall appoint three scrutineers, who shall be neither members of the National or Regional Councils, nor candidates for election to the National Council, to oversee the ballot counting at the Annual General Meeting.
16. In the event that for any office no nomination is made, the position shall be filled by appointment by the National Council.

From the ACE bylaws (available at www.ace-ergocanada.ca), Responsibilities of National Council members.

18.2.2. The duties of the President Elect are as follows:

- i. To act as a voting member of Council and the Executive Committee.
- ii. To assume the duties of the President during the temporary absence of the President.
- iii. To assume the position of President in the event that the incumbent cannot complete his or her term of office.
- iv. To prepare policy proposals for consideration by the Annual Meeting of the Association.
- v. To assist the Treasurer in the preparation of an annual budget for the succeeding fiscal year for adoption by the National Council.
- vi. To be a signing officer of the Association.
- vii. To act as a trustee of the Julien M. Christensen Memorial Fund.
- viii. To liaise with and report back to the Executive Committee and National Council as to the activities of ad hoc committees as designated by the National Council and the President.
- ix. To act as a Director of the Association

****Candidates nominated for the position of President-Elect must currently or have previously served as a member of the National Council.***

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18.2.3 The duties of the Secretary are as follows:

- i. To act as a voting member of National Council and the Executive Committee.
- ii. To record and distribute minutes of the Annual Meeting of the Association and of all meetings of the National Council and the Executive.
- iii. To be a signing officer of the Association.
- iv. To propose revisions of these By-laws as required.
- v. To supervise the application of policies relating to bilingualism.
- vi. To liaise with and report back to the Executive Committee and National Council as to the activities of ad hoc committees as designated by National Council and the President.
- vii. To act as a Director of the Association.

18.2.5 The duties of the Treasurer are as follows:

- i. To act as a voting member of National Council and the Executive Committee.
- ii. To be a signing officer of the Association.
- iii. To supervise the finances of the Association under the direction of the National Council.
- iv. To receive and disburse the Association's funds, except that expenditures exceeding one hundred times the total of the previous year's annual dues of a Member shall be disbursed under the direction and with the approval of National Council.
- v. To prepare an annual budget for the succeeding fiscal year for adoption by the National Council.
- vi. To act as a trustee of the Julien M. Christensen Memorial Fund.
- vii. To liaise with and report back to the Executive Committee and National Council as to the activities of ad hoc committees as designated by National Council and the President.
- viii. To act as a Director of the Association.

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