

**NOMINATION TEMPLATE FOR ELECTIONS 2025**

**CLOSING DATE COB 5PM AEST, Friday, 25 July 2025. Completed nominations must be emailed to** **ARMSAdmin@researchmanagement.org.au**

Nominations are called for candidates for election to the ARMS Board.

To nominate, candidates must:

* Review the **Nomination Guide for the 2025 cycle** before making their decision to nominate.
* Understand that all nomination applications will be evaluated by the Governance Finance and Audit Committee (GFAC), following the **Operating Principles and Processes for Assessing nominations for Board positions**.
* Complete the **Nomination Template for Elections 2025**, ensuring all sections are filled out. This includes:
	+ The nomination form, along with Section 1 (Nominee Details), Section 2 (Selection Criteria), and Section 3 (Biography).
	+ In Section 3, provide a biography no longer than half a page, addressing the required attributes for the nominated Board position. The biography should demonstrate:
		- Possession of the attributes necessary for the role.
		- How the candidate's qualifications and/or experience will enable them to fulfill the responsibilities of the role.
* Optionally, include a high-resolution image of yourself for use on the ballot form in the event of an election.
* Ensure the nomination is valid by obtaining signatures from the proposer, seconder, and nominee. Both the proposer and seconder must be financial members of the Society.
* You completed nomination template must also be accompanied with a brief curriculum vitae of no more than five (5) pages.

Note that Candidates may self-nominate or be nominated by another individual in accordance with the Nomination Guide for the 2025 cycle.

It is also essential that you discuss and seek the approval from your direct report before submitting your nomination.

**Board Election Nomination Form must be received by** **5 PM AEST Friday, 25 July 20245**

Send your completed form to ARMSAdmin@researchmanagement.org.au

Enquiries about the nomination process can be directed to Maria Zollo, ARMS COO: ARMSCOO@researchmanagement.org.au



**Nominations close strictly: Friday, 25 July 2025**

**BOARD ELECTION NOMINATION FORM (Nomination Template for Elections 2025)**

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hereby nominate

Who is a financial member of the Australasian Research Management Society Inc. for the nominated position of (please indicate):

[ ]  **Treasurer (1 position available)**

[ ]  **General Member (2 positions available)**

[ ]  **General Member International (1 position available)**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Proposer:

(print name here)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Seconder:

(print name here)

Nominee’s acceptance: Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_ / \_\_ / \_\_

***(I, being a member of the Australasian Research Management Society, agree to this nomination and I acknowledge and am willing to commit the required time to the role. I have also received the approval from my direct line supervisor to submit this nomination)***

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| SECTION 1: Nominee Details:  |
| **Name: (title/Given Name/Last name):**  |  |
| **Current Organisation:**  |  |
| **Position:**  |  |
| **Email Address:** |  |
| **Preferred Contact Phone Number:**  |  |
| SECTION 2: Selection Criteria (Please address relevant selection criteria in no more than 3 pages). Refer to Board Election Nomination Guide 2024 for specific criteria.  |
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| SECTION 3: Biography – In no more than ½ page, please address the required attributes for the nominated Board position. Note that this shall only be used in the event of a ballot.  |
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**Checklist**

[ ]  **Have reviewed the Nomination Guide for the 2025 cycle before deciding to nominate.**

[ ]  **Have completed the Nomination Template for Elections 2025, ensuring all sections are completed, i.e., Sections 1-3**

[ ]  **Have provided a biography (max ½ page) in section 3.**

[ ]  **Optional – Have included a high-resolution image of yourself for ballot use in case of an election.**

[ ]  **Have obtained signatures from the proposer, seconder, and nominee – both the proposer and seconder must be financial members of the Society.**

[ ]  **Have sought the approval from my direct report before submitting this nomination.**

[ ]  **Have attached a signature from the proposer, seconder and nominee.**