



CALL FOR NOMINATIONS

Treasurer of the WCCES (2019-2022)

DEADLINE for Nominations is 25 March 2019

The World Council of Comparative Education Societies seeks applicants for the position of WCCES Treasurer, who will serve for a three-year term from the Executive Committee meeting to be held in Cancún, Mexico (in May 2019) until the XVIII WCCES World Congress to be held in 2022. The Election Task Force (ETF) welcomes nominations and self-nominations.

The ETF includes the following persons who will administer the election procedure:

- Zehavit Gross (Chair)
- Karen Biraimah (Co-Chair)
- Samiha Peterson
- Charl Wolhuter

The ETF shall receive nominations for the post of Treasurer and present the final list of candidates to the Bureau after the closing date for applications. The election will take place from 28 April to 4 May electronically and the current WCCES President will officially announce the results during the Executive Committee meeting to be held in Cancún, Mexico.

Eligible candidates

To apply for WCCES Treasurer position it is necessary to:

- Clear any cases pending with the Professional Ethics Standing Committee before being considered (By-law 4.6)

It is highly recommended that candidates have work experience within the WCCES Executive Committee.

Nominations

- Nominations may be made to the Election Task Force in one of two ways:
 - Any member of a paid-up constituent society may put his or her own name forward (at least one member of a society must formally endorse the candidate, preferably the society of which the candidate is a paid-up member); or
 - Any paid-up constituent society may endorse a candidate, accompanied by a statement signed by the candidate that he/she is willing to stand.
- Each candidate is invited to prepare a statement of up to 1500 words on his/her priorities for the role of WCCES Treasurer.
- Written endorsement(s):
 - Maximum one page.
 - Endorsement(s) from one or two additional member societies may also be included (optional).



- In addition to the written member society endorsement(s), applications for Treasurer must be supported by the following essential information:
 - A brief CV/resume of the candidate, including evidence of leadership capacity (maximum 4 pages). Note: Evidence of leadership skills will be an important selection criterion.
 - Details of the candidate's general contribution to specific organization(s) supporting comparative education (e.g. WCCES, Member Society, other related organisation) (maximum 2 pages).
 - Details of recent published scholarly contributions to comparative/international education (maximum 2 pages).
 - Statement of vision for the future of the WCCES and of his/her potential role as Treasurer (maximum 2 pages).
 - Written statement from a senior executive at the candidate's institution for proposed institutional support for the Treasury; e.g., clerical assistance, technical support, and other contributions (maximum 1 page).
 - Names and contact details of two referees.

Timeline

- Call for Nominations: Up to March 25th 2019.
- Nominations deadline: March 25th 2019.
- ETF communicates candidates' list to the Bureau: March 27th 2019.
- Bureau communicates candidates list to the Executive Committee: to be defined (after March Bureau meeting).
- Candidate consultation period (for EC voting members): 22nd to 27th April 2019.
- Electronic Vote: 28th April to 4th May 2019.
- Official declaration: Cancun Executive Committee meeting.

Election process

- Who May Vote:
 - According to WCCES' By-Laws, only designated representatives of paid-up constituent member societies are eligible to vote, either electronically or in person at the time of the election.
- Electronic Vote:
 - The WCCES Director of Communications will provide an electronic in secret voting platform.
- Ballot process:
 - Valid votes: Each society may only vote for one candidate or abstain (blank vote).
 - Election will be handled by the WCCES Director of Communication under ETF supervision.
 - The WCCES President will announce the winner of the election and only communicate the final result of the ballot based on the total number of Executive Committee voting members. The elected candidate will be appointed as WCCES Treasurer.



- If by chance a tie were to take place, new rounds of ballot will take place with the two most voted candidates until one of them receives a majority vote, opening a new election period from 7th to 11th May.
- The ETF will be the main authority on any election matters and solve them in the framework of WCCES Statutes and By-Laws.

Enquiries should be sent to:

- Zehavit Gross (ETF Chair) / etf@wcces-online.org
- Karen Biraimah (ETF Co-Chair) / Karen.Biraimah@ucf.edu
- Samiha Peterson / peterss@aucegypt.edu
- Charl Wolhuter / charl.wolhuter@new.ac.za

Attached documents:

- WCCES Statutes (1996)
- WCCES By-Laws (2017)



Roles and duties of the Treasurer derived from WCCES Statutes and By-Laws

STATUTES	BY-LAWS
<p>Article 4: Government / 4.1 <u>Executive Committee</u></p> <p>4.1.6. The Executive Committee shall elect a Treasurer whose term of office and responsibilities shall be defined by the By-Laws.</p> <p>4.1.10 Legal right of signature on behalf of the Council shall be vested in the President and Secretary General or Treasurer in the case of financial disbursements.</p>	<p>4. Appointment and Responsibilities of Officers (Article 4.1.4 and 4.1.5 of the Statutes)</p> <p>4.4 The Executive Committee shall elect a Treasurer who shall:</p> <ul style="list-style-type: none"> a. receive and deposit in the World Council bank accounts membership fees, grants, endowments, special legacies, and all other monies of the Council; b. make disbursements consistent with warrants authorized by the President or by the Executive Committee; c. draft the annual budget and submit it to the Executive Committee for approval; d. report annually on the Council's finances; e. open the Council's books to audit on demand of the Executive Committee; f. shall advise members of the Council and of its organs of government on Constitutional matters; g. draft clauses related to financial aspects in the contractual agreement with congress organizers; h. review the progress of congress organization from a financial perspective during pre-congress site visits; i. exercise legal right of signature along with the President on behalf of the Council for all financial transactions including operation of its bank accounts, financial investments, insurance policies and legal contracts (Article 4.1.10 of the Statutes) j. serve as ex-officio on the Finance Standing Committee. k. and perform other duties consistent with the office <p>The Treasurer's term of office shall be determined by the Executive Committee per the recommendation of the President.</p>



<p>4.2 The Bureau</p> <p>4.2.2. The Bureau shall consist of the President; the Vice President(s); the Secretary-General in charge of the WCCES Secretariat; the Treasurer; and a voting or non-voting member of the Executive Committee elected by that body's voting members.</p>	<p>5. The Bureau (Article 4.2 of the Statutes)</p> <p>5.1 The functions of the Bureau shall be to carry out various administrative activities on behalf of the Executive Committee. The Bureau shall conduct its meetings electronically at least once in every two months (or at regular time intervals as deemed suitable by the President as its Chair). The rules for operation of the Bureau are detailed out in Annexure-1.</p> <p>5.2 If for material reasons the Executive Committee is unable to hold its annual meeting, the Bureau may be empowered to act on its behalf. The responsibility for the Council's Annual Report to its constituent societies will then devolve upon it.</p> <p>5.3 All important business transacted by the Bureau shall be reported in its meeting minutes to the Executive Committee for approval.</p>
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