

HDEAA OFFICIAL ELECTION NOMINATION FORM

PLEASE PRINT

DEADLINE FOR RECEIPT – April 22, 2024 4:30PM

In order to make this fair and equitable we will only accept this Official Nomination Form

I DECLARE THAT I AM A SENIORITY PERMANENT MEMBER IN GOOD STANDING (Bylaw 4, Subsection 4.2) AND I AM PREPARED TO STAND FOR THE FOLLOWING POSITION ON THE HDEAA EXECUTIVE:

Position Available for the 2024 Election Year: 2 Year Director – 1 to be elected Aug 1, 2024 to July 31, 2026

CANDIDATE INFORMATION

Name _____ School/Work Location _____

Signature _____

Candidates will be contacted between 4:30 and 6:00 pm on April 22. Contact # _____

I, _____, accept the above nomination and if elected, intend to fulfill the responsibilities of the role and uphold the HDEAA Constitution & Bylaws, including the Code of Conduct (Article III Section 2a) and to take the Oath of Office. (signature required)

SECONDER: Type or print info.

Name _____ School/Work Location _____

Contact Telephone # _____ Personal email _____

I DECLARE AS A SECONDER, THAT I AM A MEMBER IN GOOD STANDING (Bylaw 4, Subsection 4.4)

The seconder will be contacted by the Elections Committee between 4:30 and 6:00 pm to confirm that they are willing to second the nomination.

RETURN TO:

ELECTIONS COMMITTEE

Halton District Educational Assistants Assoc.
3425 Harvester Road, Suite 100
Burlington, ON L7L 3N1

Telephone: (905) 639-3680

Email: elections@hdeaa.com

DEADLINE

**APRIL 22, 2024 @
4:30PM**

Acceptable forms of delivery include: scanned attachment or attached document from personal email. This information will be formatted as needed for posting to the electronic websites. Content will not be affected. (HDSB Gmail NOT accepted- this will void your nomination). Forms may also be hand delivered to the HDEAA office via the mail slot and will be time-stamped upon receipt.

CANDIDATE PROFILE PACKAGE

DEADLINE FOR RECEIPT – April 22, 2024 @ 4:30 p.m.

Name: _____

HDEAA Executive Position running for: _____

'Statement of Intent' & Photo:

- *Using no more than 500 individual words and numbers in font size 12, please describe the following;*
 - *how your background/skillset makes you a suitable candidate for this position, including educational background and experiences as an EA*
 - *the experience you have with HDEAA committees/roles;*
 - *how you have "offered a reasonable amount of individual service to the Union in the pursuit of its aims and objectives"*
 - *what you would like to achieve if you are elected to this position.*
- *Provide accompanying photo of yourself (head and shoulders) in jpeg format*

This 'Statement of Intent' will be posted, with your picture, on the HDEAA website for members to review.

In addition, the HDEAA Office will be sending out two Constant Contacts with Candidate responses to the following questions. Please provide your answers separate from the 'Statement of Intent'.

1. HDEAA has a Mission Statement which directs our activities as a Union. We also have a Vision Statement which paints a picture of what we want to be. What ideas/suggestions do you have to help HDEAA fulfill its Mission and Vision Statements?

2. There are many challenges facing EAs today, and HDEAA as a union (violence, low pay, staffing etc.) Choose one problem to focus on and fix. What solutions would you propose that could fall within the scope of the Executive Committee role?

Acceptable forms of delivery to addresses below:

- *from personal email: scanned attachment or attached document, photo (head and shoulders) in jpeg format, (HDSB Gmail NOT Accepted – this will void your nomination)*
- *Forms may be hand delivered to the HDEAA office through the mail slot in the door.*
- *All submissions are date stamped upon receipt.*

This information will be formatted as needed for posting to the electronic website. Content will not be affected.

RETURN TO:	ELECTIONS COMMITTEE Halton District Educational Assistants Association 3425 Harvester Road, Suite 100 Burlington, ON, L7N 3N1 Telephone: (905) 639-3680 Email: elections@hdeaa.com	DEADLINE April 22, 2024 4:30 p.m.
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HDEAA Candidates Checklist

- ☐ Please refer to HDEAA Constitution: BYLAW 4.0 – ELECTIONS, ARTICLE VIII – DUTIES AND POWERS OF THE EXECUTIVE COMMITTEE
- ☐ To be a candidate you must be a seniority permanent HDEAA member in good standing.
- ☐ Your nomination on the nomination form must be seconded by a HDEAA member in good standing.
- ☐ A member can be nominated for only one (1) position on the Executive per election. Did you check only one (1) box that relates to the position you are running for?
- ☐ Your submission must include your nomination form, your 'Statement of Intent', a photo to accompany your 'statement of intent' as well as your separate responses to the two questions.
- ☐ **Deadline for HDEAA nomination submission is April 22, 2024 @4:30pm.**
- ☐ Acceptable forms of delivery include: scanned attachment or attached document, from personal email. This information will be formatted as needed for posting to electronic websites. Content will not be affected. (**HDSB Gmail NOT Accepted – this will void your nomination**). Papers may also be hand-delivered to the HDEAA office through the mail slot and will be time-stamped. Package must arrive by the April 22nd deadline.
- ☐ A Meet the Candidates meeting will be held virtually **April 30, 2024 @ 5:00 pm to 6:45 pm**. Each candidate will have 5 minutes to address the assembly with prepared remarks and a further five minutes to respond to prepared questions. Candidates must be available for this event.
- ☐ Online voting will **begin April 30, 2024 @ 7:00 pm and close May 6, 2024 @ 4:30 pm**.

Questions concerning nomination, campaigning, election process should be directed to the Elections Committee - elections@hdeaa.com.

HDEAA Office located at 3425 Harvester Road, Suite 100, Burlington, ON L7L 3N1