



SECRETARY

Call for Nominations

The Teachers' / Occasional Teachers' Bargaining Unit Council of District 15 – Trillium Lakelands encourages nominations for the position of Secretary, commencing July 1, 2020, for the term ending June 30, 2022.

Duties of the Secretary:

- 1) The Secretary shall attend all meetings of the Bargaining Unit Council and all General Meetings of the Bargaining Unit and keep a record of the proceedings at such meetings. All records shall be filed in the Federation Office by June 30 each year;
- 2) The Secretary shall receive and keep all correspondence unless otherwise directed by the Council;
- 3) The Secretary shall distribute the minutes of Council meetings and an Action List to the members of Council within one week of the date of the meeting.

Nomination:

Members may submit nominations using the Nomination Form provided. Please contact your Branch President or the District Office to obtain a nomination form.

Nominations received 45 days prior to the Annual Meeting of the Bargaining Unit Assembly (**Monday March 25, 2020 by 4pm**) shall be considered on-time, and candidates shall be eligible to participate in the campaign period (subject to the conditions of By-Law 10).

Election:

Election shall be conducted by secret ballot of the members of the Bargaining Unit Assembly on May 8, 2020.

For more information regarding Bargaining Unit Executive positions and nominations, please contact Chief Electoral Officer Kristy Gordon at nodrogytsirk@gmail.com or the District 15 Office at 705-324-0107 (1-877-856-7783) or by email at info@osstfd15.net