

SECRETARIAT NOMINATION FORM

Name of Nominating Organisation: _____

We the undersigned:

- 1) Confirm that the candidate _____ (Print Candidate Name) is a member of the above organisation.
- 2) Are satisfied that this candidate meets the PPN criteria and requirements for committee representation.
- 3) Have completed the candidate form outlining how the candidate meets the requirements.

Signed (Candidate): _____ Date: _____

Signed (Proposer): _____ Date: _____

Please supply the contact details for the candidate:

Email: _____ Mobile Number: _____

N.B. Nomination & Candidate Forms must be completed to ensure a valid nomination.

Please use additional paper if required.

Please return both completed forms to ppnkilkenny@kilkennycoco.ie or Post to Unit 1, Hebron House, McDonagh Junction, Kilkenny

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About The Kilkenny PPN Secretariat Secretariat

The Kilkenny PPN Secretariat (Board of Management) is made up of 10 members with 2 members drawn from each pillar: Social Inclusion; Community & Voluntary; Environment and 4 members representing the Municipal Districts (Kilkenny MD, Thomastown/Callan MD, Piltown MD and Castlecomer MD). The role of the Secretariat is to:

- Identify, coordinate and facilitate activities of the PPN which are of benefit to its members
- Communicate with all PPN members and disseminate information concerning all PPN activities
- Ensure the proper functioning of the PPN
- Devise a work plan and proposals to present to the Plenary
- Work closely with PPN Staff to enable them to deliver the PPN objectives
- Support the strategic development of the Kilkenny PPN
- Work to ensure that the profile of the PPN is raised and inclusive
- Work to ensure that representatives and linkage groups are participative
- ONLY MEMBERS OF THAT PILLAR CAN NOMINATE FOR THAT PILLAR for example, only groups registered within the Environmental Pillar can nominate within that pillar.

The Secretariat meet on a monthly basis (or as required) and are required to attend regional meetings (twice a year) and PPN events. Any nomination to the Secretariat must be from a PPN registered group/organisation and/or from the relevant pillar (Community & Voluntary, Environment, Social Inclusion)

Criteria for qualification for Secretariat Members

Skills and Experience

Persons being nominated to the Secretariat should have some or all of the following skills and attributes:

- A keen interest and awareness of general issues in the pillar you are seeking to represent
- Be working on the ground, on a voluntary or paid basis, in a community group
- Good organisational skills
- Experience of taking part on a board or committee
- A commitment to attend meetings and PPN events and participating fully in the duties of the Secretariat

In addition to the above, the following generic requirements must be met:

- Elected representatives of Local Authorities cannot be nominated through this process.
- If anyone nominated through this process subsequently decides to enter electoral politics he/she must immediately resign their PPN representative role and the relevant nominating PPN Pillar or Linkage Group will choose a replacement.
- A person who has been an elected representative of any level of Government (local or national) should not be chosen to represent PPN in any representative role for one year after completing their term of office.
- All PPN representatives must meet the criteria laid down by the member organisations that they represent on the PPN.