



Election to ACRAWSA Executive, for the period outlined below

I consent to nomination

- as Vice President (For one year to March 2020)*
- as Secretary (For two years to March 2021)*
- as Publicity Officer (For two years to March 2021)*

(*please indicate which position you are nominating for)

NOMINEE

Name (print and sign)

Contact email address

WITNESS

Name (print and sign)

Contact email address

To be returned to info@acrawsa.org.au by 5pm, 06/03/2019

To discuss the positions please email Alana Lentin at president@acrawsa.org.au

Vacant Position descriptions

Vice President

The Vice President assist in president in their tasks and oversees aspects of the Association website with a focus on the member-only section (i.e., develop materials, maintain current information on site).

Secretary

It is the duty of the secretary to maintain the member database. Send out emails to members as required. Send reminder notices to members for membership. Deal with any correspondence the Association receives. Take minutes of meetings and AGM.

Publicity Officer

The publicity officer is required to produce a newsletter for members 3 times per year. Undertake promotion of the Association amongst the broader academic community. Identify information that may be of interest to members and disseminate.