

Executive Committee Nomination 2019–20

Last Name First Names:

Full Address:

Phone No: Mobile No:

Email Address:

Community /ethnicity: Current CIC member: Yes No

To support your claim to represent a community / ethnicity please provide a brief statement of your services to that community (if any) for inclusion in CIC email to its members. Tell us what you did rather than the positions you held. Attach a further page should you require more space.

I am willingly applying for one position of the executive committee member in the next election. By offering my nomination for election to the current Executive Committee, I agree to abide by all the rules and regulations of the CIC. I further pledge to work cooperatively and diligently to achieve the aims of CIC and to serve the needs of the Muslim community. I have also completed, read and agree to the conditions and responsibilities outlined on page 2 of this form.

Signature: Date:

Two life members of Canberra Islamic Centre must second this nomination (please print name, sign and date):

(1) Date:

(2) Date:

Please submit the completed nomination form in drop box, emailing to: info@cic-anil.org.au or by mailing to the Secretary, Canberra Islamic Centre, PO Box 7175, Greenway, ACT 2900 by the publicly communicated due date.

For CIC use only:

The application received by: _____ on _____

Membership checked and found as Life Member Foundation Member Not Member

Additional relevant information gathered for the prospective candidate (if any):

Before nominating yourself please note the relevant sections of the CIC Constitution dealing with **conflict of interest**, in particular clause 14. Please provide details below of any Executive positions you currently hold in any other association.

Name of the organisation(s):

Title of current position(s): **End date of position**

Note that information provided by prospective candidates will be provided to CIC members as part of the election process leading up to the election of the new Executive Committee and AGM.

Please also complete the following self-assessment checklists and tick the boxes about your commitments and the demands on you and on your time before you make a decision to nominate yourself.

1. Are you presently residing in Canberra or Queanbeyan region and prepared to commit on an average of minimum 4 hours per week either on daily basis or on weekends for the next 12 months? In case of bigger activities such as Ramadan, Eid functions, Cleanings, Open days, the demand of time can exceed this limit. After family and your paid-up job, CIC is expected to be your third priority and tasks assigned to you, either assigned or voluntarily taken by you, will have to be completed within specified deadlines. Yes No
2. Are you prepared to chair a sub-committee to carry on specialised tasks carried by CIC such as Radio CIC, Phase 3 building construction, education, Centre management, funds/donation collection, food bazaar, marketing of CIC etc? These tasks are not defined in terms of duty statement or areas of responsibility but they need to be done in a timely and diligent manner taking initiative and showing dedication. Yes
No
3. Are you prepared to sign an undertaking that information that you would be privy to will remain confidential and that all work related materials [papers, electronic documents etc] will be in trust with you and would be returned at the end of your committee membership? Yes No
4. Are you prepared to attend a minimum of 80% of all Executive Committee meetings and carry on the action tasks resulting from such meetings? Yes No
5. Are you prepared to participate in discussions relating to policies and actions, without fear and prejudice in the EC meetings and would carry out that course of actions decided by the Executive Committee even if the decision is contrary to your own personal point of view that you may have expressed during the meeting? Yes No
6. Are you prepared to extend the same courtesy, respect and consideration to others committee members that you would expect to be extended to you by others in the committee? Yes No
7. Are you prepared to volunteer of your own initiative to participate in getting a CIC task done even if the task is the responsibility of another Executive Committee member's responsibility? Yes No
8. Do you agree not to disclose Executive Committee internal communication to external parties without proper consent of the Executive Committee? Yes No
9. Do you agree to accept and cooperate in implementing the collective decisions taken by the Executive Committee even if you differ in opinion on those matters? Yes No
10. Do you agree not to discriminate against any member of CIC or wider Australian community based on their gender, color, race, or religious beliefs? And you will be patient and respectful of other point of views even if you do not agree with it. Yes No
11. Do you agree not to engage in any violent behavior verbal or physical while holding an Executive Committee position and shall always promote harmony and a peaceful environment at CIC?
Yes No

I understand and have read the checklist above (sign and date).....