PDD - 503 : Member-at-Large, Nominations and Elections Committee
6-Jul-19

Position Description:

The Members-at-large, Nominations and Elections are appointed by the Chair, Nominations and Elections Committee. The Members-at-large, Nominations and Elections Committee serve for two years commencing at the International Workshops on even-numbered years.

Responsibilities:

• Support the Nominations and Elections Committee, to:
  • Define Position Descriptions for elected INCOSE roles
  • Define eligibility criteria for the elected roles
  • Create and maintain a list of potential candidates
  • Solicit recommendations for candidates
  • Review potential candidates for eligibility
  • Post information on the list of election candidates
  • Manage the election process
  • Announce the successful candidates
  • Provide orientation materials for new members of the Board of Directors
  • Manage the installation ceremony at the International Workshop

Authority:

• Participation in the governance of the Nominations and Elections process

Accountability:

• Accountable for supporting the INCOSE Nominations and Elections process

Required Skills:

• Demonstrated dedication to INCOSE’s mission, values, and organizational growth
• Demonstrated management experience at the organizational level
• Strong oral and written communications skills
• Able to communicate effectively across international and cultural boundaries
• Not currently serving on the INCOSE Board of Directors, on Technical Operations or on the Corporate Advisory Board.
Level of Effort