

NOMINATIONS FOR THE WORLD BOARD, 2023-2029

Information pack for Member Organisations

November 2022



**DREAM, ACT, LEAD:
THE FUTURE IS OURS**

38th WAGGGS World Conference



WORLD ASSOCIATION
OF GIRL GUIDES
AND GIRL SCOUTS



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INTRODUCTION

At the 38th World Conference in July 2023, Full Member Organisations will elect six new members of the World Board from a list of nominees submitted by Member Organisations.

We now invite Member Organisations to nominate individuals for the World Board 2023-2029. Within this pack you will find further information about the role and responsibilities of the World Board, and the skills and experience we are looking for in our new World Board members.

We greatly value your active partnership and careful judgement in identifying talented, versatile and passionate women to join the World Board.

Reflecting on Motion 2 passed at the 37th World Conference in July 2021, please ensure that you consider young women under 30 when reviewing possible nominees.

The nominations process will be led by the Nominations Committee, supported by the Head of Governance. There are six members of the Nominations Committee, one from each of the five WAGGGS regions and myself as Chair.

Please feel free to contact either Nicola Lawrence, Head of Governance at governance@waggs.org or me at gracea.crichlow@waggs.org if you have any questions.

Grace-Anne Crichlow

Grace-Anne Crichlow
Chair, Nominations Committee
World Association of Girl Guides and Girl Scouts





ABOUT THE WORLD BOARD

The WAGGGS World Board (the Board of Trustees) is the governing body of WAGGGS and is responsible for ensuring the effective leadership of the organisation. It has ultimate responsibility for the organisation, overseeing its activities and determining its mission and future direction. The Board is also collectively accountable for compliance with relevant UK legal and regulatory requirements.

There are seventeen members of the World Board consisting of twelve Elected Trustees and five Regional Chairs. The twelve Elected Trustees are elected at World Conference by Full Member Organisations from a list of nominees submitted by Member Organisations. They are appointed for a term of six years after which they retire. The six-year term of office is staggered so that each triennium six out of the twelve World Board members elected by World Conference retire. The twelve Elected Trustees should include, so far as practicable, at least two women under the age of 30 at the time of election.

The Regional Chairs, constituting the chairs of the five Regional Committees, are elected by their respective Regional Committee from amongst the members of the committee. They automatically become a member of the World Board of WAGGGS upon their election as Regional Chair. They serve a term of three years at the end of which they retire. Each Regional Chair may be appointed for a further term of three years but only if eligible and subsequently re-elected.

Eligibility

A candidate must be over the age of 16, be a person of wide experience and be a member of a Member Organisation of WAGGGS.

The ability to use English as a working language is required for anyone elected as a World Board member. The individual must be able to read and understand documents and to fully participate in discussions on complex topics. An important part of the World Board's role involves governance and ensuring compliance with UK charity law.

A World Board member cannot serve as a President, Chief Commissioner, National Board member, International Commissioner, or be an employee of WAGGGS or their Member Organisation. Any individual employed or holding a significant position in their Member Organisation can still be nominated and elected, but the individual will be asked to relinquish this role within six months of being elected to the World Board.

UK Charity law does not permit a person to act as a World Board member (Trustee) if they have been disqualified under UK charity law. Further details about the automatic disqualification of Trustees can be found here: [Automatic disqualification of Trustees](#)



ROLE AND RESPONSIBILITIES OF THE WORLD BOARD

Being a member of the World Board is a voluntary role, undertaken because you are committed to furthering the purposes of WAGGGS and have the skills, experience and personal qualities needed for the strategic management of this complex, global organisation.



WAGGGS is a registered charity and is regulated by the Charity Commission for England and Wales. The Charity Commission provides guidance on the legal duties and responsibilities of charity trustees, summarising these into six main areas:



Ensure your charity is carrying out its purposes for the public benefit

It's about knowing:

- what your charity can and can't do within its purposes
- how your charity is fulfilling its purposes and benefiting the public
- what difference your charity is really making

Comply with your charity's governing document and the law

It's about being:

- familiar with your governing document
- up to date with filing accounts, returns and any changes to your charity's registration details
- aware of other laws that apply to your charity

It's not about being:

- an expert - but you do need to take reasonable steps to find out



Act in your charity's best interests

It's about:

- making balanced, informed decisions
- recognising & dealing with conflicts of interest
- being prepared to question and challenge
- accepting majority decisions

It's not about:

- preserving the charity for its own sake
- serving personal interests



ROLE AND RESPONSIBILITIES OF THE WORLD BOARD

Ensure your charity is accountable

It's about:

- meeting legal accounting and reporting requirements
- being able to show that your charity complies with the law and is effective
- being accountable to members and others with an interest in the charity
- ensuring that staff and volunteers are accountable to the board
- welcoming accountability as an opportunity not a burden



Manage your charity's resources responsibly

It's about:

- managing risks, protecting assets (reputation) and people
- getting the resources your charity needs
- having and following appropriate controls and procedures
- dealing with land and buildings
- responsibility for, and to, staff and volunteers

Act with reasonable care and skill

It's about:

- using your skills and experience
- deciding when you need advice
- preparing for meetings
- getting the information you need (financial, management)
- being prepared in case something does go wrong



Source: Charity Commission, "[The Essential Trustee: 6 main duties](#)"



STRATEGIC ROLE OF THE WORLD BOARD

The World Board's governance role is to maintain high-level strategic oversight of WAGGGS and ensure WAGGGS is meeting its legal accounting and reporting requirements. The members of the World Board are encouraged to ask questions to ensure understanding and that sufficient information is provided to enable effective/informed decision-making.

The World Board has delegated the day-to-day operations, leadership and administration of the organisation to the Chief Executive. Therefore, whilst World Board members are kept informed and up to date about the organisation's operations, their role remains at a strategic level and they are not involved in the day-to-day operations of the organisation.



ROLE DESCRIPTION OF A WORLD BOARD MEMBER

1. To ensure that WAGGGS complies with its Constitution and Bye-Laws, UK charity law, and any other relevant legislation or regulations.
2. To ensure that WAGGGS focuses on its Objects as defined in the Constitution and Bye-Laws, and to ensure it applies its resources exclusively in the support of the Objects.
3. To contribute to the World Board's role in giving strategic direction and setting over-arching policy.
4. To contribute towards defining goals and setting targets, then evaluating performance against the agreed targets.
5. To consider the interests of the Girl Guide/Girl Scout Movement as a whole, and to make decisions in the interests of WAGGGS at all times.
6. To review the implementation of the Strategy on a regular basis, and to consider changes in the external environment which may affect the plan, and the ongoing need for changes which may need to be made to ensure it remains relevant.
7. To undertake the functions and duties of the World Board as defined in Article 13 of the WAGGGS Constitution and Bye-Laws.
8. To attend World Board meetings and the triennial World Conference and to effectively contribute to their business through effective and adequate preparation and full and informed participation.
9. To participate in regular evaluation of the performance of the World Board.
10. To establish and maintain the values of WAGGGS and safeguard its good name.
11. To ensure the financial stability of WAGGGS, ensure the proper and appropriate investment of its funds, and protect and manage the property of WAGGGS.
12. To set strategic and organisational risk appetite and policy, review the risk register and ensure mitigating actions are in place.
13. To appoint the Chief Executive and monitor their performance in the role.
14. To undertake visits and travel assignments as required. Some visits may be en-route to or from World Board meetings.
15. To represent WAGGGS at external events.
16. To use any specific skills, knowledge and experience to help the World Board reach sound decisions – this will include the scrutiny of proposals, leading and initiating discussions, providing advice or guidance on new initiatives and utilising any specialist expertise and experience.
17. To agree terms of reference for standing committees of the World Board and any working groups.
18. To ratify appointments to the standing committees of the World Board and working groups.
19. To provide structures and effective stakeholder management as requested to Member Organisations, partners and donors as appropriate.



ROLE DESCRIPTION OF A WORLD BOARD MEMBER

20. To be ready to serve:
 - a. on a standing committee of the World Board or working group
 - b. as a Chair of a standing committee or working group
 - c. as a member of a task group established to achieve a specific task during and in-between World Board meetings.
21. Most of the work of the World Board is carried out by correspondence and email. All members (voting or ex-officio) are expected to:
 - a. Deal promptly with all correspondence.
 - b. Keep the World Bureau informed of email, telephone and cellular phone numbers as well as postal address. This includes making arrangements for contact, if absent from the usual address for any length of time.
22. To sign and adhere to a Trustee contract, including but not exclusively, the Code of Conduct, Conflict of Interest declaration, Safeguarding, Data Protection, and Confidentiality agreement upon election to the World Board, and annually thereafter.
23. To maintain the confidentiality of all World Board, group and committee matters, until information has been officially released.
24. To role model positive and effective volunteer behaviours at all times and to ensure that the values of WAGGGS are central to all decision-making.

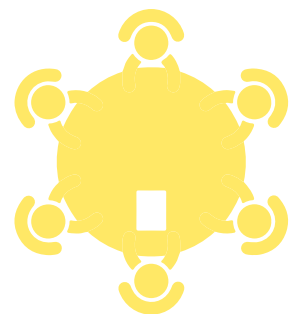


WORLD BOARD WAYS OF WORKING

The World Board meets at least five times per calendar year. Meetings are generally held via conference call or VoIP (e.g. Zoom, Skype) but one face-to-face meeting is usually held each year.

Supporting papers for meetings will normally be made available online, with appropriate access restrictions to maintain confidentiality. Every effort will be made to allow Board members two weekends (Saturday and Sunday) to review supporting material before any meeting or decision.

Work between meetings is undertaken through the use of email, Whatsapp and VoIP/conference call. Board members are expected to follow up business promptly. Some urgent matters may require Board members to respond within 48 hours.





WORLD BOARD CODE OF CONDUCT

All World Board members are expected to accept and abide by the World Board Code of Conduct set out below:

- We are personally trustworthy.
- We can trust each other to support and implement World Board decisions.
- We ensure that the decision-making process is inclusive so that we can make informed choices.
- We are responsible.
- We set realistic deadlines and each member takes responsibility to meet agreed deadlines. Members communicate in a timely manner if circumstances prevent them from meeting a deadline.
- We are realistic, allowing adequate time for informed decision-making and managing the workload so it is doable.
- We are transparent in our processes and decision-making.
- We respect confidentiality.
- We are open between ourselves and willing to express concerns.
- We never knowingly let someone fail.
- We communicate effectively by speaking slowly and clearly, and by listening actively.
- We remember that differences in language, accents and terminology can hinder communication.
- We take responsibility for asking if we do not understand something.
- We respect each other and are tactful and non-judgmental.
- We participate actively in discussions and contribute to virtual discussions.
- We encourage those among us who are not as vocal as others to contribute.
- We read all the materials and ask questions if there are items we do not understand.
- We are decisive, willing to take tough decisions, and willing to admit if decisions made need to be reconsidered.
- We support and care for each other.
- We have positive attitudes and approach our work positively.
- We model WAGGGS values.
- We focus on the Mission, and we are strategic, rather than operational in our thinking.
- We are good stewards of the resources of WAGGGS.
- We are informed about the world and sensitive to global issues.
- We work in partnership – World Board member to World Board member, staff to volunteer.
- We are team players and we co-operate.
- We are flexible, open-minded, and adaptable.
- We have fun and fellowship.
- We ensure that all members realise the process used to develop this Code, and that all members know and practice its principles.



FURTHER INFORMATION

If you would like further information about what it means to be a member of the World Board (a Trustee), please click on the links below:

[WAGGGS Constitution and Bye-Laws](#) 

 [Charity Commission information](#)

[Charity Governance Code](#) 



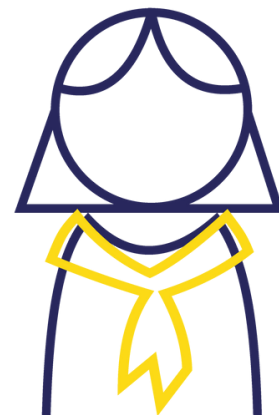
PART B: INFORMATION ABOUT THE NOMINATIONS PROCESS



RETIRING MEMBERS OF THE WORLD BOARD

At the 38th World Conference in July 2023, six members of the World Board will complete their term of office and retire from the World Board:

Name	Elected	Term Ends
Katerina Agorogianni	2017	2023
Normala Baharudin	2017	2023
Tashia Batstone	2017	2023
Heidi Jokinen	2017	2023
Ntombizine Madyibi	2017	2023
Jayne Wachira	2017	2023



CONTINUING MEMBERS OF THE WORLD BOARD

Six new World Board members will be elected at the 38th World Conference in July 2023. The six new World Board members will join eleven continuing members of the World Board.

The following Board members were elected at the 37th World Conference in 2021 [1] and will retire in 2026:

Name	Elected	Term Ends
Jess Bond	2021	2026
Fiona Bradley	2021	2026
Chamathya Fernando	2021	2026
Candela Gonzalez	2021	2026
Christiane Rouhana	2021	2026
Debra Nakatomi	2021	2026

The following Board members were elected as Regional Chairs in 2022 and will retire from the World Board in 2025:

Name	Region	Elected	Term Ends
Faniry Rakotoarivony	Regional Chair, Africa	2022	2025
Sarah Hammoud	Regional Chair, Arab	2022	2025
Chempaka Pahamin	Regional Chair, Asia Pacific	2022	2025
Paula Neher	Regional Chair, Europe	2022	2025
Stefanie Argus	Regional Chair, Western Hemisphere	2022	2025

[1] These World Board members will serve a five-year term due to the postponement of the 37th World Conference from 2020 to July 2021.



WORLD BOARD MEMBER PERSON SPECIFICATION

Essential skills, experience and personal qualities

In order to deliver on the mandate of the World Board the following criteria are required for all World Board members:

- A member of a WAGGGS Member Organisation
- A commitment to the aims and objectives of WAGGGS and a proactive interest and enthusiasm for shaping and advising on the future of the organisation.
- An understanding and acceptance of the legal duties, responsibilities and liabilities of the role of the World Board
- Sound understanding of financial management and budgets
- An understanding of, and ability to articulate, the WAGGGS mission, Leadership model and educational methodology
- A thorough understanding of WAGGGS; the complex and diverse Regional context in the WAGGGS setting; and the varied organisational structure of Member Organisations.
- Good general knowledge of the challenges and opportunities facing girls and young women across the world
- Values and behaviours consistent with WAGGGS' core values and the World Board Code of Conduct
- Commitment to practise the WAGGGS Leadership model
- Ability to be flexible and open to new opportunities or ways of working
- Sound independent judgement and the ability to constructively challenge
- Ability to analyse and interpret information
- Ability to think critically, creatively and strategically
- Ability to listen and learn from others, to see things from different perspectives and appreciate diverse points of view
- A collaborative approach, able to work effectively as part of a team of volunteers and staff, while contributing an independent perspective
- Cultural sensitivity and an ability to work in a global and multi-cultural context
- The ability to positively and professionally represent WAGGGS both inside and outside of the Girl Guiding and Girl Scouting Movement
- The ability to communicate easily in English as a working language, both verbally and in writing
- Ability to readily access and use technology as a means of communication and collaboration including email, WhatsApp, conference calling platforms (Zoom)
- A willingness to devote time and effort in both preparing for and attending World Board and other relevant meetings (estimated time an average of 10 hours per month. Additional time will be required when taking on a role on a World Board Committee or Working group)
- A willingness to participate in ongoing learning and development or upskilling opportunities



WORLD BOARD MEMBER PERSON SPECIFICATION

Desirable skills, experience and personal qualities

The following criteria are needed collectively within the World Board. It is desirable for World Board members to have knowledge or experience in several of the following areas:

- Financial management, accounting and/or risk management
- Fund development and Donor relations
- Governance/Constitutions – for example previous experience of sitting on a governance Board or Committee
- Legal expertise/Policy Development
- Marketing and communications, including social media
- Identifying and facilitating the learning and development of others, including non- formal education
- Organisational Development/Design/Structures and Systems
- Technology strategy/Digital Transformation
- Research and Development
- Data Analysis/Monitoring & Evaluation
- External Relations/Government Relations
- Influencing skills and advocacy
- Human Resources Management (staff and/or volunteers)
- Crisis Management

Young women under the age of 30 who meet any of the above requirements are strongly encouraged to apply to join the World Board. WAGGGS believes in young women’s leadership as a key to transforming power structures.

A comprehensive induction is provided for all World Board members after their election. Further details and dates for the induction will be shared in January 2023.



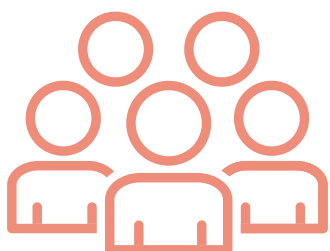


MAPPING OF CURRENT WORLD BOARD MEMBERS' SKILLS AND EXPERIENCE

Every effort is made through the nominations process to ensure that there is a cross-section of the desired skills and experience amongst World Board members. However, as all positions on the World Board are elected ultimately the collective skills, knowledge and experience of the World Board is not known until after the World Conference.

After the election the World Board carries out a skills audit to identify the strengths, skills and expertise within the Board and identify any areas that may need to be strengthened.

The World Board has recently completed their 2022 skills audit. Amongst the eleven continuing World Board members WAGGGS has a rich variety of skill, knowledge and experience to draw upon. However, the skills audit exercise has identified that, with six World Board members stepping down in July 2023, the World Board will have gaps in skill and experience in financial management, fund development and marketing and communications. The World Board would benefit from individuals able to strengthen oversight and provide strategic direction in these skill areas.



To support the strategic priorities of WAGGGS in the coming triennia, the World Board therefore strongly encourage nominations from individuals with a high level of governance proficiency or experience in one or more of the following areas:

- Financial management, accounting and/or risk management
- Fund development and donor relations
- Marketing and communications, including social media

SPECIFIC ROLES ON THE WORLD BOARD



The Chair and Vice-Chair(s) are elected by the World Board from amongst their members after the World Board election has taken place at World Conference. When thinking about potential nominees, it may be useful for Member Organisations to consider the additional responsibilities and skills, experience and qualities required for these roles:

[Chair and Vice-Chair\(s\) of the World Board](#)

The Treasurer is selected by the World Board. If there is a suitably qualified individual amongst the elected World Board members, the Treasurer may be appointed from amongst the Board. Alternatively, the World Board may appoint a Treasurer from outside the World Board. In this case, the Treasurer will attend World Board meetings but will not have voting rights. Further details about the role of Treasurer can be found at this link: [WAGGGS Treasurer](#)



LEADERSHIP PRACTICE

Leadership development is at the heart of Girl Guiding and Girl Scouting. From the moment we promise to “do our best”, we step into a values-based leadership journey that shapes our perspectives and behaviours. We believe that everyone, whatever their age or experience, can equally practise leadership. Every adult member of Girl Guiding and Girl Scouting has the same leadership responsibility; to lead in a way which is true to our values, responds to context and uplifts others. In this way, we can contribute to a Movement where girls can be themselves, grow in resilience, take the lead in their own lives and build the world they want to see.

Practising the WAGGGS leadership model can help leaders of the Movement develop the behaviours they need to fulfil that responsibility, so we would expect candidates for the Regional Committee to be able to demonstrate that they are consciously practising the WAGGGS leadership model through their attitudes and behaviours. The WAGGGS leadership model uses six mindsets as tools to make leadership practice conscious.

You can read more about the leadership model here: [WAGGGS Leadership Model](#)





LEADING YOURSELF - Reflective mindset

Draw meaning from your past experiences and think about your behaviour and its impact. Explore your values and how to be true to them when you practise leadership. Cultivate curiosity! Hold space for learning about and caring for yourself and recognise and create the conditions you need to thrive.



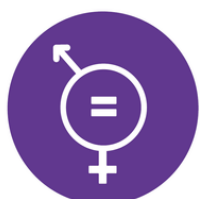
LEADING RELATIONSHIPS - Collaborative mindset

Bring together different perspectives and inspire consensus around a shared vision. Listen to and learn from others. Share what you know freely. Create the structures, conditions and attitudes people need to reach their potential, and contribute fully to any team or situation.



LEADING FOR INNOVATION - Creative & critical thinking mindset

Create an environment where both innovation and enquiry are valued. Seek data, analyse and learn from information and evidence. Look out for assumptions and challenge them. Encourage yourself and others to innovate. Seek new ideas and be open to changing your mind.



LEADING FOR GIRLS' EMPOWERMENT - Gender equality mindset

Take gender into account when practising leadership, and challenge gender stereotypes. Understand the impact of gender barriers and empower yourself and others to recognise and overcome them. Champion the value of being a girl-led Movement.



LEADING IN CONTEXT - Worldly mindset

Get inside the worlds of others, understand their needs and concerns more deeply. Observe, ask questions and educate yourself on local conditions and perspectives. Build meaningful connections with others through inclusive opportunities for shared leadership.




LEADING FOR IMPACT - Responsible action mindset










Mobilise energy around what needs changing, and what needs to be protected. Transform your values into action with authenticity. Practise leadership to create a world where all girls are valued and can reach their potential as responsible citizens of the world.

We are looking for World Board candidates who can evidence a well-developed level of conscious practice towards the ten leadership outcomes. What follows are examples of the kinds of leadership behaviour we would hope to see in the World Board members under each leadership outcome:



By practising the leadership model, she will:	 Leaders of the Movement
OUTCOME	INDICATOR
 Treat herself kindly	<p>Lead a balanced life, which allows time to develop as a whole person beyond the Movement</p> <p>Respond to challenging situations, conflict or pressure in a measured and calm manner</p> <p>Recognise and acknowledge her own mistakes with confidence and resilience</p> 
 Challenge herself to understand and take into account different perspectives	<p>Challenge stereotypes and generalisations about people or contexts</p> <p>Seek opportunities and be willing to learn from a diversity of perspectives, inside and outside of the Movement</p> <p>Be ready to change her view or opinion based on the input of others</p> 
 Learn from her own feelings and experiences	<p>Create space to reflect on leadership practice and incorporate learning into future decisions and actions</p> <p>Use questions to check her own understanding, seek feedback and avoid making assumptions</p> <p>Be ready to adapt how she respond to others' experiences and feelings</p> 
 Work with others to create spaces where everyone can fully participate	<p>Put the collective interest first and work at building a united team</p> <p>Role model shared leadership in her different roles</p> <p>Build and maintain strong and positive connections with WAGGGS volunteers and staff</p> 
 Challenge gender expectations	<p>Recognise how learned gender norms and unconscious bias can affect perspectives and decision making</p> <p>Work to break down gender barriers to leadership for girls and women</p> <p>Advocate for space for girls' voices in global and local contexts</p> 



By practising the leadership model, she will:	 Leaders of the Movement
OUTCOME	INDICATOR
 <p>Empower any and every girl to practise leadership</p>	<p>Create pathways personally and organisationally for a diversity of girls to participate in decision making and strategic leadership</p> <p>Prioritise an inclusive and accessible Movement for all girls and ready to act for this</p> <p>Put the focus on positive impact for girls when discussing or making strategic decisions</p> 
 <p>Seek the information she needs to understand the full picture</p>	<p>Value new and external sources of information and expertise to inform decision-making</p> <p>Be willing to separate objective assessment of a situation from her personal opinion</p> <p>Seek information to develop her understanding of working in a complex global environment</p> 
 <p>Adapt her behaviour to the context</p>	<p>Respond constructively and positively in different cultural, social and work contexts</p> <p>Take cues from others to help read a situation</p> <p>Reflect and self-monitor her own behaviour</p> 
 <p>Innovate to create positive impact</p>	<p>Inspire and encourage others to protect space for creative thinking</p> <p>Actively embrace risk taking as a pathway to innovation</p> <p>Be committed to learn from innovation and refine creative ideas into tangible impact</p> 
 <p>Make choices rooted in her values</p>	<p>Demonstrate coherence between values and behaviour by modelling WAGGGS values in action</p> <p>Act for the greatest impact towards the WAGGGS vision and mission</p> <p>Be a positive ambassador for the impact of the Girl Guide and Girl Scout Movement in civil society</p> 



DESCRIPTION OF THE NOMINATIONS PROCESS

We encourage Member Organisations to begin thinking about any of their members who they may wish to nominate for the World Board 2023-2029.

Member Organisations may submit the name of one nominee only. This nominee may be from within their own Member Organisation or from any other Member Organisation (with the consent of that Member Organisation).

Member Organisations are free to consult with each other. Where a Member Organisation is a federation of two or more Associations, it is required to consult with its Component Associations before submitting a nomination. Nominations will only be accepted from Member Organisations, and not directly from Component Associations.

The Nominations Committee may also suggest names of possible candidates to Member Organisations for their consideration. The Member Organisation makes the final decision about whether it wishes to nominate the suggested individual.

Nominations will close at 23.59pm UTC on **Tuesday 31 January 2023** and nomination forms received after this time will not be considered.

Procedure following nomination

Once the deadline for nominations has passed, the Head of Governance will pass on details of all the nominations received to the Nominations Committee who may then consult with the Member Organisation of the nominee directly, should they have any queries.

Members of the Nominations Committee will also contact nominees directly to discuss their application to ensure all information is captured and presented in a consistent manner. All nominees will be invited to attend an online interview conducted in English which will last approximately one hour. The interview will ensure that the nominee is eligible to stand and that the best examples of her skills and experience have been collected for the Election Booklet. It also provides an opportunity for the nominee to ask any questions they may have about the nominations process or about the role, and expectations if elected, of a World Board member.

On the nominations form, nominees will be asked to provide details of two potential referees who know them well – one from a Girl Guiding/Girl Scouting context and one from a personal/professional context. During the nominations process the Chair of the Nominations Committee will contact these referees to gain further insight into the nominee's skills, experience and personal attributes.



Should the Nominations Committee have significant concerns about a nominee's ability to serve as a World Board member, the Chair of the Nominations Committee will contact their Member Organisation and discuss these concerns. The Nominations Committee may recommend that the Member Organisation withdraw the nominee from the nominations process. This part of the process is completely confidential.

In the case of a Member Organisation composed of two or more Component Associations, the Nominations Committee will only communicate with the Member Organisation nominating the nominee on the understanding that the Member Organisation will have cleared the nomination with the Component Associations before submitting a nomination.

The Nominations Committee will make every effort to ensure that at least two women under the age of 30 are included in the nominations, and may take further action if, at the time of closure of nominations, there are insufficient nominees in this category.

The Nominations Committee may also take further action if, at the time of closure of nominations, there are insufficient nominees with skill and experience in the areas identified and prioritised by the World Board, namely financial management, fund development and marketing and communications.

Responsibilities of Member Organisations and Nominees

Member Organisations and nominees are responsible for ensuring that the information given on the nominations form is correct to their knowledge and that they keep WAGGGS up to date with their contact details should these change after submitting the nominations form.

All nominations will be acknowledged by WAGGGS within 72 hours of receipt. If a nominee has not received a confirmation email within 72 hours of submitting their nomination form, the nominee is responsible for contacting WAGGGS to check if the nomination form has been safely received.

Nominees have a responsibility to actively participate in the nominations process and respond to requests for information and all communications from the Nominations Committee in a timely manner. Failure to comply with these requirements may result in the Nominations Committee withdrawing the nominee from the nominations process. Before this step is taken, an official warning will be given to the nominee, with a copy sent to the relevant Member Organisation.

Confirmation of candidacy

Nominees become an official World Board candidate once they have been through the nominations process outlined above, and the Chair of the Nominations Committee has written to the nominee and Member Organisation to confirm that they are able to progress in the process as a candidate.

The names and particulars of those who have been confirmed as candidates will be circulated to Member Organisations in sufficient time before the World Conference. This allows time for the nominations to be considered by Full Member Organisations and for their delegates to the World Conference to be briefed.



Support for nominees/candidates

Throughout the nominations process leading up to the election at World Conference, members of the Nominations Committee will be available to provide support to nominees/candidates, including answering any questions about the process and/or the role of World Board member, and the compilation of the candidate's profile in the election booklet.

Nominees will also be given the opportunity to speak with one or more of the current World Board members to gain further insight into the role of a World Board member.

In the lead up to the Conference candidates will be briefed on what is expected of them at the World Conference including guidelines on campaigning, opportunities to engage with Member Organisations before and during the Conference, and any presentations or speeches which may be required.

Proposed Timeline (subject to change)

28 November 2022	Call for nominations is launched
January 2023 (to be confirmed)	Information session for Member Organisations and potential nominees to meet with, and pose questions to, the Nominations Committee and current members of the World Board.
31 January 2023	Nominations close at 23.59 (UTC)
By 14 February 2023	The Head of Governance will contact candidates to arrange a suitable date and time for the interview.
Late February/ early March 2023	Nominees participate in an online interview with members of the Nominations Committee.
Throughout February and March 2023	The Nominations Committee will check references. Confirmation of the candidate list. Preparation of the Election Booklet.
26 April 2023	Election Booklet released to Member Organisations
Mid June 2023	Briefing call for candidates
26 - 31 July 2023	World Conference There will be opportunities for candidates to present themselves to Member Organisations in the conference programme before elections take place. Details will be given in the briefing call in mid-June 2023.

Questions

If you have any questions, please contact Grace-Anne Crichlow, Chair of the Nominations Committee (Gracea.Crichlow@waggs.org) or Nicola Lawrence, Head of Governance (governance@waggs.org) who will be happy to speak with you.



GUIDANCE ON COMPLETING THE NOMINATION FORM

IF YOU ARE A MEMBER ORGANISATION

- Send a copy of this Nominations Pack and the Nominations Form to potential nominees.
- Complete and sign Part B of the Nominations Form for your selected nominee once the nominee has completed Part A.



IF YOU ARE A NOMINEE

- Complete and sign Part A of the Nominations Form
- Send your form to the nominating Member Organisation for the completion of Part B. If the nominating Member Organisation is not your own Member Organisation, please then also ask your Member Organisation to sign Part C (the clearance form).
- Please send your completed form (Parts A and B, and if applicable Part C) by email to governance@wagggg.org to arrive no later than **23:59 (UTC) on 31 January 2023**. Please attach to the same email a photograph of yourself taken within the last six months in either JPEG, PNG or TIF format. This photo should be portrait style where you are facing the camera directly, and ideally you will be wearing your national Girl Guiding/Girl Scouting uniform.

CLICK HERE TO DOWNLOAD
THE NOMINATIONS FORM





**DREAM, ACT, LEAD:
THE FUTURE IS OURS**



**WORLD ASSOCIATION
OF GIRL GUIDES
AND GIRL SCOUTS**