

## Applicant guide for NAPSA Chair Positions

### Candidacy for Election

- Any current NAPSA affiliate may nominate an affiliate (including him or herself) for election as a NAPSA Chair provided that the nomination is seconded by the secretary and received during the nomination period.
- A candidate is only able to nominate for a maximum of TWO NAPSA Chair positions during the same election period.

### Nomination Process

#### Stage 1: Initial nomination

- Nominations of candidates for election as a NAPSA Chair shall be made in writing and must meet the following requirements:
  - o Must be completed on the Official NAPSA Chair Nomination Slip.
  - o Must be signed by the nominating NAPSA affiliate and accompanied by the written consent of the candidate.
  - o Must clearly indicate which NAPSA Chair position a candidate is nominated for.
  - o Must be delivered to the secretary via email within the nomination period.
- A NAPSA affiliate may not nominate more than 2 people for election to a NAPSA Chair position during the same nomination period.
- In the event that a current NAPSA affiliate chooses to nominate themselves for election to a Chair position, the nominator and nominee will be the same on the Official NAPSA Board Nomination Slip.
- Only nominations received by the secretary during the nomination period will be valid.
- Nominations outside of the nomination period will not be accepted unless there has been previous contact with the secretary and extenuating circumstances have required an extension of the nomination period.
- The current chair positions available for nomination are:
  - o Publications Chair
  - o Alumni Chair
  - o Research Chair
  - o APSJ Chair
  - o IPSF Chair
  - o Rural and Indigenous Chair
  - o Pharmacy Awareness Chair
  - o Scholarships Chair
  - o Education Chair
  - o NPSS Chair
  - o Policy Chair

#### Stage 2: Supporting materials for nomination (YouTube video and letter of reference)

- Each candidate is expected to present to the voting members (the National Advisory Council) via YouTube video in support of their nomination.
- The maximum video time is three minutes. The video should be uploaded as "unlisted" and the video URL is to be sent to the secretary by the end of the nomination period.
- The video will be distributed to all voting members.

- The video must address, but is not limited to, the following questions:
  - o What university do you attend? What year level are you currently in?
  - o Why are you applying for the position?
  - o What do you hope to achieve during your term?
  - o Why are you suitable for the specific Chair role you are nominating for? (i.e. why should the NAPSA Advisory Council consider voting for you?)
  - o What is your previous experience with NAPSA or your local branch?
- In the event a candidate does not have access to a camera or sufficient internet connectivity to upload the video to YouTube, it is the candidate's responsibility to let the secretary know. In this instance, the candidate may be issued an alternative arrangement whereby they will write up to 300 words addressing the same questions (as listed above) as for the video requirements.

### **Letter of reference**

- Each candidate has the opportunity to provide a letter of reference, written by a member of their local branch Executive or Committee (NAPSA affiliate), that supports their nomination. Please note, letters of reference will only be accepted from Executive or Committee members of the local branch.
- The letter of reference should address, but is not limited to, the following points:
  - o Explain your relationship to the candidate and how has the candidate contributed to their local branch?
  - o Provide examples of when the candidate has demonstrated qualities of time management, initiative, teamwork and any other qualities relevant to the chair position(s) they are running for.
  - o The maximum length of this reference is one typed A4 page, size 12 Arial or Times New Roman font.
  - o The letter of reference is NOT mandatory (unlike the YouTube video)