**Closing date for receipt of nominations 23 May 2017**



**NOMINATION FORM**

**Elected members to the ALL Council 2017-2020**

**ALL is now welcoming nominations for a number of vacancies on the ALL Council arising from completion of tenures of long-serving members. If you are interested in lending your input and energy to the work of the Association and are an Individual Member of ALL\* then please get in touch!**

ALL Council represents a broad cross-section of the Association’s membership at large, and contributes to delivery of our strategic objectives.

The Council meets just once a year to review of the previous year’s activities, tasks and successes. A briefing on the overall strategic direction of the Association and current challenges is also provided at the annual meeting.

The Council splits into Task & Finish Groups each with a chair, and a member of ALL’s board of trustees to work with them, to facilitate closer working between both governance functions of the Association.

Task & Finish Groups have practical short or mid-term objectives and it is anticipated that each Council member commits the equivalent of one hour per week to their work with the Task & Finish Group.

The Groups identify the focus of their tasks from ALL’s Strategic Vision 2020 as well as noting any ongoing priorities indicated by the board or director, and plan a small number of deliverables for the coming academic year. Each group’s plans are submitted to the board of trustees to ensure they fit with the Association’s strategic objectives. They are also shared with the ALL membership (In 2017, a review of the initial year’s pilot of a new-look Council, will feature in Languages Today, Issue 27).

Council members may also be contacted by the officers of the Association, by its trustees or its director with occasional requests to attend social events with a languages focus, or indeed to speak at events, and act as an ambassador for the Association.

Periodically Council members may also be contacted:

* to ask their professional views on operational enhancements or proposed member service developments
* to ask for a contribution to a consultation, or indeed
* to ask for a volunteer to collate consultation responses on behalf of the ALL membership.

**The role of a member of the Council is therefore one which requires:**

* a willingness to play an active part in the work of the Association;
* knowledge and experience of languages education in general as well as of a particular field/sector;
* time to attend one Council meeting a year, to contribute throughout the year to Task & Finish Groups, and when possible to attend ALL events (e.g. Language World  and / or local events).

**Suitable candidates will have some or all of the following attributes and experience:**

* \* hold Individual membership of ALL (eligible membership grades: Full Individual Member, Concessionary Individual Member)
* experience of teaching languages in a school, college, university or other setting in the UK;
* experience of working with language teachers - in initial teacher training, support, professional development or in other areas;
* knowledge of the wider context of languages education;
* familiarity with the work of professional associations or similar organisations;

**Facts:**

* candidates are required to complete a Nominations Form, which must be signed by two supporters who are full individual members of the Association.  Candidates are able to nominate themselves provided they have the required signatures in support;
* the Council comprises 12 elected members and the board of trustees for the Association (comprising its officers, its invited trustees and board observers, as well as the director). ALL staff are invited to attend the annual Council meeting;
* in the event that more members apply for membership of Council than the number of stated vacancies, an election will be held and will be run by ALL using the single transferable vote system;
* the ALL Council meets once a year on a Saturday, normally in September and usually in Leicester or London;
* all meeting expenses (travel, overnight accommodation where necessary) are reimbursed by ALL and lunch, tea and coffee are provided;
* Council members complete an initial probationary year. It is intended that they subsequently complete a further two years’ tenure on the Council;
* members of the Council may complete a second tenure for a further three years, subject to consistent attendance at the annual meeting and ongoing input and activity in their assigned Task & Finish Group throughout;
* following a second tenure on the Council, a member may not immediately be re-elected to Council again. A period of one year must elapse before a member can stand for election to Council again. This is to ensure that Council evolves and is accessible to a range of members with varying levels of experience;
* where the collective view of Council members is sought by the Association to approve terms of reference, or agree a proposal to put before the board or membership at large, there must be agreement from a majority of 8 elected members for motions to be carried. Likewise for the annual meeting to be quorate there must also be a minimum of 8 members present, including not less than four elected members of Council;
* ALL may make one-year co-options to the ALL Council from within its membership or on occasion from further afield, where specific experience or perspectives are invited for the development of a Task & Finish Group. These co-options will last one academic year and will culminate in attendance at the following year’s meeting (usually) in September. Co-optees are subsequently eligible to stand for election to the Council providing that they are current Individual Members of the Association.

*Return your ALL Council membership nomination form by post to ALL at the address below by* ***23 May 2017.***

**Association for Language Learning**

**University of Leicester**

**University Road**

**Leicester**

**LE1 7RH**

Alternatively scan your fully completed nomination form and send it to ALL’s Director, Rachel Middleton, at

rachelm@all-languages.org.uk by the closing date : ***23 May 2017***.

**Closing date for receipt of nominations 23 May 2017**

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***ALL COUNCIL MEMBERSHIP NOMINATION FORM***

***SECTION 1***

*Please complete this information about yourself as fully as possible.*

Name:

Full postal address, including post code:

Telephone: Email:

Educational (or other) sector in which you work:

Membership number (if known):

***SECTION 2***

*Please give a* ***short*** *summary of your relevant experience and expertise, referring to the Council member role outline above. You may continue on a separate sheet.*

***Section 3a***

*In a few words please sum up why you wish to be a member of the ALL Council.*

***SECTION 3b***

Please indicate a preference for the current ALL Task & Finish Group to which you would prefer to be assigned (these may be subject to change over the course of a three-year tenure).

***□*** Membership Task & Finish Group

***□*** Policy Task & Finish Group

***□*** Publications Task & Finish Group

***SECTION 4***

*Please provide the names of two paid-up full individual members who second and support your nomination. Please ensure you seek their permission before noting them below as ALL will make contact with them to seek a short affirmation. Please note that ALL trustees and other members of ALL Council are unable to act as your seconders.*

1.

2.

***SECTION 5***

*Declaration/signature*

By submitting my nomination form I confirm that I have read and understood the information relating to the ALL Council

and I wish to put myself forward for nomination. I understand that throughout the duration of a tenure on the ALL Council

that I am required to maintain my membership as an Individual Member of the Association.

Signed: