

2. Additional Documentation:

Please return this form plus the following documents to complete your nomination:

- i. CV
- ii. Personal Statement: (500 words maximum)
- iii. A letter of support

Note: In general terms, the Nominating Committee will be assessing candidates based on their knowledge of, and experience in, the international education sector, as well as their demonstrated leadership skills, for example their prior experience serving on boards. Further note that candidates will be reviewed according to a checklist of desired attributes and skills, which CBIE's Governance Committee has developed in order to ensure that, collectively, the CBIE Board has strong governance capacity. It is therefore important that a candidate's personal statement clearly highlights particular areas where they can make a contribution in this regard. As part of the personal statement, candidates are invited to share how they feel that their representation on the CBIE Board will contribute to the goals of equity, diversity and inclusion. Please click [here](#) for additional information.

3. Confirmation of Institutional / Board / School support:

Please note that one candidate per CBIE member institution may be nominated. To this end, candidates will be asked to confirm that both the President/Executive Head and the CBIE Lead Contact at their institution / board / school approves them as the nominee from the respective institution / board / school.

Please note that a nominee needs to inform

- (i) the CBIE Lead Contact at their institution / board / school*
- (ii) the President or appropriate Executive Head at their institution / board / school that they will be putting their name forward for consideration for the CBIE Board of Directors.

By checking this box the nominee is confirming that they have informed both of the above and that the nominee is approved as *the* nominee from the respective institution / board / school.

**For CBIE Lead Contact information, please contact Angélique Labine-Fortin (alabine-fortin@cbie.ca; 613-237-4820, ext. 222).*

4. Nominee's Preferred Committee Participation:

The CBIE Board of Directors currently has three standing Committees. Please indicate where the nominee's strength would be value added, noting that more than one committee can be chosen.

Finance and Audit Committee

Membership Relations Committee

Governance Committee

Although efforts will be made to accommodate candidate preferences, please note that there are other factors involved, including vacancies available, profiles required, etc. that will be considered in standing Committee assignments.