**DUBLIN CITY PPN NOMINATION FORM**

**PPN SECRETARIAT**

**COMMUNITY & VOLUNTARY PILLAR**

The Dublin City PPN Secretariat is made up of nine members with three members drawn from each pillar: Social Inclusion; Community & Voluntary; Environment. The role of the Secretariat is to:

* Identify, coordinate and facilitate activities of the PPN which are of benefit to its members
* Communicate with all PPN members and disseminate information concerning all PPN activities
* Ensure the proper functioning of the PPN
* Devise a work plan and proposals to present to the Plenary
* Work closely with PPN Staff to enable them to deliver the PPN objectives
* Support the strategic development of the Dublin City PPN
* Work to ensure that the profile of the PPN is raised and inclusive
* Work to ensure that representatives and linkage groups are participative
* ONLY MEMBERS OF THAT PILLAR CAN NOMINATE FOR THAT PILLAR for example, only groups registered within the Environmental Pillar can nominate within that pillar.

The Secretariat meet on a monthly basis (or as required) and are required to attend regional meetings (twice a year) and PPN events.

**Name of Organisation** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**We the undersigned**

1. Confirm that the nominee \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Print Nominee Name) is a member of the above organisation.
2. Are satisfied that this nominee meets the PPN criteria and requirements for committee representation (Please see criteria overleaf).
3. Have completed the candidate form outlining how the nominee meets the requirements.

**Signed (Proposer): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** Date: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signed(Nominee): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** Date: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Please supply contact details for the nominee:**

**E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mobile Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**N.B Candidate Form must be completed to ensure valid nomination.**

**Candidates must be available to attend the Election Night and deliver a short speech**

**DUBLIN CITY PPN CANDIDATE FORM**

**PPN SECRETARIAT**

**COMMUNITY & VOLUNTARY PILLAR**

Candidate Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Member Organisation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please outline your experience and any qualities that you consider beneficial to the role of  
representing the entire PPN. **Please see criteria attached.**

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**N.B Candidate Form must be completed to ensure valid nomination. Information provided on the Candidate Form will be circulated to ALL MEMBERS of the PPN**

**PLEASE RETURN BY WEDNESDAY 22nd NOVEMBER 2017**

**Criteria for qualification for Secretariat Members**

**Skills and Experience**

Persons being nominated to the Secretariat should have some or all of the following skills and attributes:

* A keen interest and awareness of general issues in the pillar you are seeking to represent
* Be working on the ground, on a voluntary or paid basis, in a community group
* Good organisational skills
* Experience of taking part on a board or committee
* A commitment to attend meetings and PPN events and participating fully in the duties of the Secretariat

**In addition to the above, the following generic requirements must be met:**

* Elected representatives of Local Authorities cannot be nominated through this process.
* If anyone nominated through this process subsequently decides to enter electoral  
  politics he/she must immediately resign their PPN representative role and the relevant  
  nominating PPN Pillar or Linkage Group will choose a replacement.
* A person who has been an elected representative of any level of Government (local or  
  national) should not be chosen to represent PPN in any representative role for one year  
  after completing their term of office.
* All PPN representatives must meet the criteria laid down by the member organisations  
  that they represent on the PPN.