



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

# **NOMINATIONS FORM**

**Election of Regional Committee members for the  
Western Hemisphere Region, 2019-2022**



|                        |  |
|------------------------|--|
| <b>NAME OF NOMINEE</b> |  |
|------------------------|--|

# Introduction

This form has three parts:

- Part A: The nominating Member Organisation completes Part A.
- Part B: The nominee completes Part B.
- Part C: If the nominee is not being nominated by her own Member Organisation, then part C must be completed by her own Member Organisation.

Please make sure you read the form carefully and complete all the necessary sections.

Please complete and return all three parts of this form (Part A, B & C) along with a recent photograph of yourself (portrait photo in either JPEG or TIF format or a printed photo - passport format) and a short video of yourself (MP4, WMV, MOV, AVI). For further information and guidance on this please refer to the Nominations Pack.

When completed, please return via email or post, to:

Email: [governance@waggs.org](mailto:governance@waggs.org)

Post: CONFIDENTIAL – REGIONAL COMMITTEE NOMINATIONS (WH)  
WAGGGS World Bureau  
Olave Centre, 12c Lyndhurst Road  
London, NW5 3PQ  
United Kingdom

This should arrive no later than 17:00 (UTC) on **Monday 4 February 2019**. Forms received after this time will not be considered.

An email acknowledgment will be sent to all candidates within 3 working days of receiving their form. If you have not heard from the Governance Team within this timeframe, please contact the team on the email address above to check whether your form has been received.

## Privacy notice

Please note that the personal information provided as part of this nomination form will be used only for the purposes of processing your nomination and will be handled by WAGGGS in accordance with UK data protection regulations.

Information will be securely stored by WAGGGS in both manual and electronic forms. This information will only be accessible to, and shared with, members of World Bureau staff, members of the Nominations Committee, regional interview panels, and potentially members of the World Board.

For unsuccessful candidates, information will be kept for a maximum period of one year after the Regional Conference, after which it will be destroyed.

If you have any questions about this please email [governance@waggs.org](mailto:governance@waggs.org)

# PART A

## To be completed by the nominating Member Organisation

|  |           |  |
|--|-----------|--|
| Name of Nominee                                  |           |  |
| Nominee's Member Organisation                    |           |  |
| Name of Proposer                                 |           |  |
| Proposer's Member Organisation                   |           |  |
| Position held in Member Organisation             |           |  |
| Proposer's contact details                       | Email     |  |
|  | Telephone |  |
|  | Skype     |  |
| Signed (electronic signature/scan is acceptable) |           |  |
| Date   |           |  |

# PART B

## To be completed by the nominee

|                       |                            |  |
|-----------------------|----------------------------|--|
| First names (in full) |                            |  |
| Surname               |                            |  |
| Contact details       | Address for correspondence |  |
|                       | Email address (Home)       |  |
|                       | Email address (Work)       |  |
|                       | Telephone number (Home)    |  |
|                       | Telephone number (Mobile)  |  |
|                       | Skype                      |  |
| Date of birth         |                            |  |

I, \_\_\_\_\_ (name of nominee) accept the nomination to the Regional Committee of the Western Hemisphere Region.

In doing so:

- I agree to participate in a telephone interview with members of the Nominations Committee and regional interview panel.
- I agree that references may be sought to support my application.
- I accept the principles of WAGGGS as shown in the Constitution and its values.
- I give permission, in accordance with data protection regulations, for WAGGGS to process the details in this form for the purposes of my nomination. This information can be stored in both manual and electronic forms.
- I confirm that the information on this form and any attachments is correct and complete.

|  |  |
|--|--|
| Signed (electronic signature/scan is acceptable) |  |
| Date   |  |

# Referees

Please provide details of two referees that the Nominations Committee can contact:

## Referee (professional context)

|                              |                           |  |
|------------------------------|---------------------------|--|
| Name of referee              |                           |  |
| Role/Position held           |                           |  |
| How do you know the nominee? |                           |  |
| Contact details              | Email address (Home)      |  |
|                              | Email address (Work)      |  |
|                              | Telephone number (Home)   |  |
|                              | Telephone number (Mobile) |  |
|                              | Skype                     |  |

## Referee (Guiding/Girl Scouting context)

|  |                           |  |
|--|---------------------------|--|
| Name of referee                          |                           |  |
| Role/Position held                       |                           |  |
| How do you know the nominee?             |                           |  |
| Component Association (where applicable) |                           |  |
| Contact details                          | Email address (Home)      |  |
|  | Email address (Work)      |  |
|  | Telephone number (Home)   |  |
|  | Telephone number (Mobile) |  |
|  | Skype                     |  |

# Personal Statement

Your personal statement is made up of two parts:

## Part 1: Video clip

Candidates are asked to submit a short video of themselves, no longer than three (3) minutes in length. Your video should contain the following information:

- Introduce yourself – your name and which MO you come from
- Tell us why you would like to become a member of the Regional Committee

For further information, please refer to the Nominations Pack.

## Part 2: Written answer

In the box below, please describe in three hundred (300) words or less, your hopes and vision for the Region in the next triennium and how you feel you can contribute to this through the Regional Committee.

## Voluntary and professional appointments

Please give details below of any past and current positions that you have held within a Member Organisation, Regional, WAGGGS, professional or business appointments.

|   | Previous positions held<br><i>(please give dates)</i> | Present positions held<br><i>(please give date started)</i> |
|---|---|---|
| Member Organisation                                       |   |   |
| Regional level  |   |   |
| World Association of Girl Guides and Girl Scouts (WAGGGS) |   |   |
| Other voluntary positions                                 |   |   |
| Professional/business appointments                        |   |   |

# Participation in events

Please give details, with dates where possible, of any events that you have participated in within a Member Organisation or WAGGGS.

|  |  |
|--|--|
| Member Organisation events                                       |  |
| Regional level events  |  |
| World Association of Girl Guides and Girl Scouts (WAGGGS) events |  |
| Other events   |  |

## Skills and experience

Each Regional Committee member brings a unique and valuable portfolio of knowledge, talent and expertise to their role. In order to support the work of the Regional Committee in 2019-2020 we are particularly looking for individuals who have skills and experience in some, but not necessarily all, of the following areas (for further information, please refer to the Nominations Pack):

- Strategic planning and visioning (developing a plan, goal, or vision for the future)
- Governance and/or legal expertise
- Fund development
- Financial management, accounting and/or risk management
- Leadership and leadership development (experience in supporting and developing leadership in others). An understanding of WAGGGS Leadership Model is desirable.
- Positive influencing and advocacy
- Non-formal education
- Diversity and inclusiveness
- Conflict resolution
- Marketing and Brand promotion
- Communications, public relations and/or social media
- Data collection, data analysis and/or outcomes research and evaluation
- Information technology tools, systems and applications
- Internal and External Partnerships
- Skills/experience in working in international/global/cross-cultural settings.
- An understanding of:
  - the World Association, its Mission, Vision and Goals
  - the complex and diverse Regional context in the WAGGGS setting

Please describe, in five hundred (500) words or less, your skills and experience in the above areas within and/or outside the Girl Guiding/Girl Scouting movement, giving specific examples wherever possible.

## Personal abilities and attributes

Everyone is unique and has different strengths, personal abilities and attributes. The list below is not an exhaustive list, but gives a sense of some of the abilities and attributes that we are looking for in our Regional Committee members (for further information, please refer to the Nominations Pack):

- Ability to think both critically and creatively
- Ability to be flexible and open to new opportunities or ways of working
- A collaborative approach
- able to listen and learn from others
- able to see things from different perspectives and appreciate diverse points of view
- able to work effectively as part of a team of volunteers and staff
- an appreciation of cultural diversity
  - Ability to inspire and mobilise others
  - Strong communication/public speaking/facilitation/presentation skills

Please describe, in three hundred (300) words or less, your key personal abilities and attributes (bearing in mind the list above), giving specific examples wherever possible.



# Language Skills

WAGGGS has four official languages: English, Spanish, French and Arabic and within each Region, depending on the local context, one or more of these may be used as follows: Western Hemisphere (English and Spanish),

Africa (English and French), Asia Pacific (English only), Europe (English and French), Arab (English and Arabic). Please note that the ability to use English as a working language is a requirement for World Board members, therefore it is required for anyone elected from amongst the Regional Committee to undertake the role of Regional Chair. This is because an important part of the World Board's role involves governance and ensuring compliance with English Charity Law, and other relevant legislation or regulations.

Please indicate your language skills using the following key:

1: mother tongue; 2: fluent; 3: intermediate; 4: elementary/basic

| Language | Writing | Speaking | Understanding | Reading |
|----------|---------|----------|---------------|---------|
| English  |         |          |               |         |
| Spanish  |         |          |               |         |
| French   |         |          |               |         |
| Arabic   |         |          |               |         |
| Others   |         |          |               |         |

# Information Technology

**Regional Committee members communicate by email and conference call throughout the year.**

|   |          |
|---|----------|
| Do you currently have regular access to the internet?                                     | Yes / No |
| Would you be able to respond promptly (e.g. within 48 hours) to electronic communication? | Yes / No |

# PART C

To be completed by the nominee's own Member Organisation ONLY if they did not nominate her

## REQUEST FOR CLEARANCE OF NOMINATION

To: \_\_\_\_\_ (Name of Member Organisation)

The following member of your Member Organisation has been nominated for appointment to the World Board of WAGGGS.

|   |                           |  |
|---|---------------------------|--|
| Name of nominee:  |                           |  |
| Nominated by (insert name of the nominating Member Organisation):   |                           |  |
| Name of Member Organisation   |                           |  |
| gives / does not give (please delete accordingly) their consent for<br>_____ (insert name of nominee) to serve on the Regional Committee<br>if elected by the Regional Conference in July 2019. |                           |  |
| Name  |                           |  |
| Role/Position held  |                           |  |
| Contact details   | Email address (Home)      |  |
|   | Email address (Work)      |  |
|   | Telephone number (Home)   |  |
|   | Telephone number (Mobile) |  |
|   | Telephone number (Work)   |  |
|   | Fax number                |  |
|   | Skype                     |  |
| Signed (electronic signature/scan is acceptable)  |                           |  |
| Date  |                           |  |

**PLEASE RETURN YOUR COMPLETED FORM TO THE NOMINEE, AS SOON AS POSSIBLE.  
THANK YOU FOR YOUR COOPERATION**