

Call for Nominations

CASCA is an open, participatory association and all members are eligible to serve on the executive committee. Nominees are asked to submit a short biography and platform statement.

DEADLINE FOR NOMINATIONS: 1 DECEMBER 2013

Call for nominations to the following three CASCA executive positions:

- 1) President Elect (Francophone preferred)
- 2) Secretary
- 3) Anglophone Member at Large

Nominations should be emailed to:

Susan Vincent, CASCA Secretary
Department of Anthropology
St. Francis Xavier University
svincent@stfx.ca

For further information on the responsibilities of CASCA executive members, please contact either the Secretary or:

Lorne Holyoak
CASCA President
ltholyoak@yahoo.ca

- 1) President Elect (one year term, to be followed by one year terms as President, then Past President):

The President-Elect undertakes to learn the policies and procedures of the association, pursues nominees for incoming executive positions, liaises with the organizers of the upcoming conference and consults on other responsibilities with the current President.

- 2) Secretary (two year term):

The Secretary is the information officer of the association. This includes responsibilities such as: managing communications among the executive; maintaining current contact information for members of the executive; arranging September and January executive meetings by Skype, phone or similar means; taking minutes of executive meetings and at the Annual General Meeting; recording motions approved between formal meetings; archiving CASCA documents in Dropbox; managing elections for executive positions, including advertising calls for nominations in English and French on the CASCA website, through the membership e-list, and at the AGM, as appropriate, and issuing and tallying ballots as necessary; serving as a member of the Salisbury Committee; preparing documents for the AGM (agenda, minutes, etc.); submitting an annual report in English and French on her or his activities, including the results of elections; updating the Operations manual as necessary; filing annual reports with Corporations Canada; along with related responsibilities.

- 3) Anglophone Member at Large (two year term):

In consultation with the executive and with the help of the CASCA webmaster, the Members-at-Large organize and edit Culture, CASCA's electronic newsletter, and prepare for it to be published and distributed at least twice per year. Individual Members-at-Large are assigned various tasks in consultation with the President. These tend to take the form of short-term, specific tasks that assist the Association, including sitting on the Weaver-Tremblay selection committee, the Salisbury Award committee and coordinating the student travel bursaries together with the Treasurer.