Call for Nominations for AARE SIG Convenors

Nominations for convenors and/or co-convenors of the following AARE Special Interest Groups should be forwarded to the AARE Office by 30 April 2014. Please indicate on the list below the position for which you are nominating.

- Convenor, Sociology of Education
- Co-convenor, Technology and Learning
- Co-convenor, Assessment and Measurement
- Co-convenor, Doctoral Education Research
- Co-convenor, Middle Years of Schooling

Convenors and Co-convenors will hold office until Dec 2016, and would then be able to re-nominate for a further two-year period.

<table>
<thead>
<tr>
<th>SIG:</th>
<th>full name of member nominee</th>
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<tbody>
<tr>
<td>Nominee:</td>
<td>full name of member nominee</td>
</tr>
<tr>
<td>Proposer:</td>
<td>full name of member proposer</td>
</tr>
<tr>
<td>Seconder:</td>
<td>full name of member seconder</td>
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</tbody>
</table>

Signature of Nominee: __________________________________________________________________________
I accept nomination and I declare that I am not an insolvent under administration and that I have not been convicted of any offences as specified in section 30(2) of the Associations Incorporation Act (1985) (South Australia).

Contact details of Nominee: __________________________________________________________________
___________________________________________________________________________________________
Postal address
___________________________________________________________________________________________
email address
phone no.

Signature of Proposer: ________________________________
Signature of Seconder: ________________________________

Please return completed Nomination Forms to:

Deborah Cracknell
Office and Events Manager
AARE
One Geils Court
Deakin ACT 2600
Email: aare@aare.edu.au

Nomination Form Notes

1. Proposers, seconders and nominees must be financial members of AARE.
2. Please check membership status by email to aare@aare.edu.au or phone 02 6162 1261.
3. Nominations close 5:00 pm (AEST) 30 April 2014.

4. A ballot will be conducted (if necessary) after 30 April 2014 and will close on 30 May 2014.
5. The outcome of the election process will be confirmed at the AGM of the relevant SIG to be held during the annual conference.
6. The term of office begins after the AGM.

Position Description

SIG convenors and co-convenors act in a voluntary capacity. Before volunteering to serve, members should be aware of the expectations AARE has for convenors and co-convenors. Convenors and co-convenors must be members of AARE in good standing.

It is expected they will:
Communicate regularly with SIG members about activities and events of relevance to the SIG's aims and areas of interest, and promote the work of AARE through the SIG network.

Prepare and submit SIG re-registration by 30 June each year.

Attend the SIG Convenors’ meeting held during the annual AARE conference.

Prepare and submit, in consultation with and subject to agreement of SIG members, applications for SIG annual funding and AARE competitive grants. This includes preparation and submission of final reports for all funding received by AARE.

Liaise with the AARE Conference Convenor and Conference Organisers, assisting with: a) the peer review process and timetabling for conference papers allocated to their SIG; b) organization of the SIG dinner during the annual conference; and c) organization and chairing of their annual SIG meeting

Provide notification of SIG activities and events to the SIG Coordinator for inclusion in the AARE newsletter, on the SIG webpages and other communication with AARE members.

It is expected that co-convenors will collaborate with convenors in fulfilling the above duties. Co-convenors will assume primary responsibility for the above should the SIG convenor be unable to do so.

AARE is extremely grateful to its SIG convenors for their dedication and commitment. We trust that serving in this capacity will benefit members by expanding their professional networks, developing latent talents, learning new skills, and providing a sense of personal satisfaction at contributing to a major professional association.

Names of all existing SIGs and current convenors are given on the AARE website (http://www.aare.edu.au).