

# ISLE OF WIGHT CHAMBER OF COMMERCE

## NOMINATION FORM

Application to stand for election as a Director of the Isle of Wight Chamber of Commerce

Nomination papers to be returned for the attention of the President  
to the Chamber office by **12 noon on Friday 20<sup>th</sup> September 2019.**

**Nominee:**

Title: .....

Forename(s) .....

Surname: .....

Home address: .....

.....

Company Name: .....

Company Address: .....

.....

Membership No: .....

- |            |                                  |
|------------|----------------------------------|
| Category 1 | General Business                 |
| Category 2 | Professional & Business Services |
| Category 3 | Tourism, Leisure & Retail        |
| Category 4 | Transport & Logistics            |
| Category 5 | Manufacturing                    |

Position in your company: Chairman  
Chief Executive / Managing Director  
Owner  
Senior Partner  
Local Head of Operations for an Island-based National Company

Signature of Nominee:.....

**Proposer:** Signature:.....  
Name: .....  
Company Name:.....  
Membership No:.....

**Seconded:** Signature:.....  
Name: .....  
Company Name:.....  
Membership No:.....

**Please attach a brief synopsis of your career history in no more than 150 words and a current photograph.**

To ensure that this nomination paper has been received in the office, we will contact the nominee as directed below within two days of the closing date.

Please contact the nominee:

By email	Email. ....
By telephone	Telephone No. ....
By fax	Fax No. ....
By post	Address: .....

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## **ISLE OF WIGHT CHAMBER OF COMMERCE THE REQUIREMENTS, ROLES & RESPONSIBILITIES OF A DIRECTOR**

- Directors to have a clear understanding of the role and remit of the IW Chamber of Commerce.
- The duration of the elected period is a maximum of three years.
- A Director's Company must be a fully paid up member of the IW Chamber for a minimum of 3 years.
- Directors are required to attend all meetings of the IW Chamber Board (which are held bi-monthly).
- Directors may be asked to resign if 3 meetings are missed without apology.
- Directors may resign by giving 3 month's notice.
- Directors are required to either Chair or become a Member of one of the sub-groups or partnerships of the IW Chamber, as required.
- Directors required to report back sub-group business to the Board.
- Directors will represent and act as an effective lobby for their particular area of industry or commerce, as requested by the IW Chamber.
- Directors are required to act in an ambassadorial role for the Isle of Wight Chamber of Commerce at all times.
- Directors required to actively recruit Members to the IW Chamber of Commerce throughout their term of office.
- Directors required to assist the IW Chamber in developing and promoting economic development programmes and to provide strategic direction to the IW Chamber of Commerce through the Board.
- Directors required to act in a professional and business-like manner at all times.
- Directors to ensure that any personal and business interests are declared at the outset and throughout the Director's term of office and that these interests should not be in conflict with the aspirations of the IW Chamber without first declaring their interest and abstaining from any further discussion.
- Directors required to accept, as a Chamber Board member, their legal fiduciary responsibility at all times.
- Directors are required to hold the management team accountable for its actions in achieving their strategy and challenge their actions, as appropriate.
- Directors are required to appoint the position of Chief Executive, as required.
- Directors are required to approve the Chambers 3 year Corporate Plan and the Annual Business Plan and Budget.
- The actions of serving Board Directors should not bring the IW Chamber into disrepute.