

# **INPEA National Representatives Selection Process,** **updated for 2009-10**

## **National Representative**

Outline of job description/post on Website/Governance section.

Nomination form:

- Name;
- Address;
- Contact details;
- Brief resume;
- Experience for the post;
- Self nomination / nominated by (signed agreement)
- Citations support may be sent. Two independent letters of support are suggested.

## **Process**

Website.

e-mail to current Regional Representatives for distribution as newsletter.

Completed forms and scanned originals of any letters of recommendation may be sent back via e-mail to Secretary General, by 1<sup>st</sup> JUNE and 1<sup>st</sup> DEC. annually  
Selection process by INPEA Board, twice yearly.

# INPEA

## NATIONAL REPRESENTATIVES SELECTION PROCESS

Overleaf:

**OUTLINE OF POST (to be attached)**

**NOMINATION FORM (below)**

Successful candidates will be notified after the next INPEA Board Meeting,

**DEADLINE FOR NOMINATIONS  
TO BE RECEIVED Bi-Annually  
1<sup>ST</sup> JUNE and 1<sup>ST</sup> DEC**

# INPEA

## NATIONAL REPRESENTATIVES NOMINATION FORM

### Fill-in and e-mail instructions

With this document Open in Word, to fill-in the nomination form on the next page, enter information into each field, then use TAB Key to advance to the next field, or mouse click.

When completed, File..., Save As..., give a unique filename and Save.  
(Example: INPEA\_Nominate\_YourName.doc.)

Then send this new document as e-mail attachment to [nominations@inpea.net](mailto:nominations@inpea.net), using “National Representative Nomination” as the subject line.

Any other supporting documents, such as resumes and statements, can be e-mailed to [nominations@inpea.net](mailto:nominations@inpea.net), also. Acceptable file formats are .doc, .pdf, .txt, .rtf.

# INPEA

## NATIONAL REPRESENTATIVES NOMINATION FORM

### CONTACT DETAILS

With this document Open in Word,  
use TAB Key to advance from field to field.  
When information is completed,  
File..., Save As..., give a unique filename and Save.  
Then send that document as e-mail attachment to [nominations@inpea.net](mailto:nominations@inpea.net),  
using "National Representative Nomination" as the subject line.

TITLE: Mrs

NAME: Mira Cokic

ADDRESS: 10000 ZAGREB, Slovenska 23,

COUNTRY: CROATIA

Tel: +3851915807827

Fax: +38513704827

E-mail: [starimasto@gmail.com](mailto:starimasto@gmail.com)

NATION NOMINATION IS FOR:

National Representative for Croatia

SELF-NOMINATION: [TICK HERE]

NOMINATED BY:

Association for the Protection and Promotion  
of the Rights of Elderly People

### HIGHLIGHTS OF RESUME:

- Member of the Council for working, active ageing and employment (SRAZ) - appointed by the Minister of Labour and Pension System – 2013.,
- Member of the Working Group, within the National Pensioners and Senior Citizens Council, responsible for drafting the Declaration on the Rights of the Elderly (appointed by the Government of the Republic of Croatia) – 2011.,

WHY DO YOU WISH (yourself/nominee) TO BE CONSIDERED FOR THE POST:

RETURN TO: E Mail: [nominations@inpea.net](mailto:nominations@inpea.net)

Attention: Secretary General, INPEA

Please put "National Representative Nomination" in the subject line of your e mail

**To be returned bi-annually**

**1<sup>st</sup> JUNE or 1<sup>st</sup> DEC**

## Selection Process

### National Representative

Sole applicant – accept unless Board disagreement.

Full Board selects National Representative

July / August – Dec / Jan

Successful Representatives are informed of the decision, which is then entered onto the Website.

September - February

Newsletter informs all membership of the selection results.

Respectfully submitted,

*Susan B. Somers,*  
Secretary General, INPEA  
December 2009