

MAFVA ELECTION OF OFFICES 2017

As Secretary on behalf of the Chairman and committee I here by announce a election of officers to serve from 2017 for a term of two years. Nominations are invited for the following posts

Position	Brief Description of Duties
Chairman	Chair meetings : Strategy & Planning : Promoting MAFVA at events : Arranging AGM, Agenda and Publication of Minutes : Liaising with the Secretary.
Membership Secretary	Compiles, maintains the membership list & contributions : Welcomes new members : Explains privileges and obligations of membership : Informs members of contributions when due :
Treasurer	General Financial oversight : Financial planning & budgeting : Financial reporting : Banking, keeping and recording the accounts : Fundraising and sales
Editor	Choose articles to be included in the Magazine : Decide on Layout : Consider submissions for members : Use creative skills to produce the Magazine : Ensure articles comply wit ethical codes of Practice : Produce in PDF format and forward to printers six addition of the Magazines. Liaise with the chairman and Committee :
Webmaster	Maintain the MAFVA web site ; Edit Documents & images for use on web site : Administer any Web / E-mail issues : Liaise MAFVA Offices on web site content
Publicity Office	Planning PR campaign and strategies Writing and editing Leaflets Arranging for advertising Public speaking at presentations

Members wishing to be a candidate for a position on the committee should have a person to Proposer them and a Seconder (only one of whom can be present member of the committee), and will be required to confirm the candidature.

Candidate must be a full paid up member for one calendar year in MAFVA

Candidate, Proposer & Seconder to supply there full name, address and membership number. Also to supply short CV ie:- Length of time in MAFVA, past experience and what you can do for the benefit of MAFVA.

All nomination to be sent to the secretary by e-mail or letter by the 18th November 2016
MAFVA Secretary (Nominations), 25 Homefarm Road, LONDON, W7 1NR. Or Secretary@mafva.net or mafva.secretary@gmail.com

If there no nomination for a position on the committee and the incumbent is willing to carry on he/she will carry on to the next election.

The result will be announced at the MAFVA AGM in March 2017 when successful candidates will take up their posts

Co-opt committee members will reappointed at the AGM.

Returns officer is to be appointed by the committee in due course.