

Third-Party Nomination Form for PMINYC Board Seat – 2022 Election for 2023-2025 Terms

Thank you for your interest in nominating a candidate to serve in a leadership position within the PMINYC Chapter Board of Directors. Please complete the following information request and email it to: elections@pminyc.org. The deadline for submitting a Nomination Form is Sunday, September 4, 2022.

# PMINYC Chapter Volunteer Leader Information Request

To: PMINYC Nominating Committee,

From: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Enter your name here)

Email address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I am interested in nominating a candidate for a PMINYC board leadership position in the 2022 election process for 2023-2025 officer positions. Please contact me and provide more information about the board positions currently available. I am specifically interested in the learning more about the following position(s): *Check the position for which you are considering a candidate.*

□ President

□ Vice President of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

□ Vice President of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

□ Vice President of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

□ Vice President of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NOTE: PMINYC Officer Job Descriptions are available on the 2022 Nominations and Elections webpage, which includes a description of the responsibilities and expectations for all elected and appointed board positions and committee members.

**Please complete the information on the following page to nominate a candidate for a PMINYC Board position. A different form is available for Self-Nomination.**

# PMI Chapter Candidate Nomination Form

All candidate information forms must be received no later than Sunday, September 4, 2022, in order for the candidate to be considered for office.

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| **Nominator Information** |  |
| **Nominator’s Name** |  |
| **Nominator’s Email Address** |  |

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| --- | --- |
| **Candidate Name** |  |
| **Position Desired** |  |
| **Candidate’s Home Address** |  |
| **Candidate’s Home Phone** | **Candidate’s Office Phone** | **Candidate’s Cell Phone** |
|  |  |  |
| **Candidate’s Preferred Email Address** |  |
| **Candidate’s PMI Member ID**  |  | **Candidate’s PMP Certificate #** |  |
| **How long has the candidate been a member of PMI?** |  | **How long has the candidate been a member of PMINYC?** |  |

Provide a brief summary of the candidate’s volunteer experience(s). This may include involvement with the PMINYC Chapter or other organizations. If the experience involves another organization, include a brief explanation of the organization, its purpose, and the candidate’s role in that organization.

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Provide a brief biographical Statement for the candidate (500 words maximum). A formal biographical statement will be requested from the candidate by the Nominations Committee and will be provided to PMINYC Chapter members for review during the elections process.

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The candidate will be requested to provide a personal Vision Statement for the office named in the nomination form. This statement will be published for review by PMINYC members. The following space may be used to describe the reason why you have decided to nominate the individual.

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# PMINYC Chapter Bylaws

## Nominations, Election and Term of Office

The nomination and election of officers shall be conducted annually in accordance with the terms of office specified in Article V, Section 2 and Article VI, Sections 1 through 5. All voting members of the PMINYC CHAPTER in good standing shall have the right to vote in the election. Discrimination in election and nomination procedures on the basis of race, color, creed, gender, age, marital status, national origin, religion, physical or mental disability, or unlawful purpose is prohibited.

## Applicable PMINYC Chapter Bylaws Relating to Nominations, Election and Term of Office

The nomination and election of officers shall be conducted annually in accordance with the terms of office specified in Article V, Section 2. All voting members in good standing of the PMINYC CHAPTER shall have the right to vote in the election. Discrimination in election and nomination procedures on the basis of race, color, creed, gender, age, marital status, national origin, religion, physical or mental disability, or unlawful purpose is prohibited.

### Article IV -PMI New York City Chapter Membership:

Section 1. General Membership Provisions:

1. Membership in the PMI New York City Chapter requires membership in PMI®. The PMI New York City Chapter shall not accept as members, any individuals who have not been accepted as PMI® members. Membership in this organization is voluntary and shall be open to any eligible person interested in furthering the purposes of the organization. Membership shall be open to all eligible persons without regard to race, creed, color, age, sex, marital status, national origin, religion, or physical or mental disability.
2. Members shall be governed by and abide by the PMI® Bylaws and by the Bylaws of the PMI New York City Chapter and all policies, procedures, rules, and directives lawfully made thereunder including but not limited to the PMI® Code of Conduct.
3. All members shall pay the required PMI® and New York City Chapter membership dues to PMI® and if a member resigns or their membership is revoked for just cause, membership dues shall not be refunded by PMI® or the PMI New York City Chapter.
4. Membership in the PMI New York City Chapter shall terminate upon the member’s resignation, failure to pay dues, or expulsion from membership for just cause.
5. Members who fail to pay the required dues when due shall be delinquent for one (1) month and their names removed from the official membership list of the PMI New York City Chapter. A delinquent member may be reinstated by payment in full of all unpaid dues for PMI® and the PMI® New York City Chapter to PMI within such a one-month delinquent period.
6. Upon termination of membership in the PMI New York City Chapter, the member shall forfeit all rights and privileges of membership.
7. All Chapter members may vote and may hold office.

### Article V – PMI New York City Chapter Board of Directors:

Section 2. The PMI New York City Chapter shall consist of the officers of the PMI New York City Chapter elected by the membership and shall be members in good standing of PMI® and of the PMI New York City Chapter.

Term of office for the officers shall be two (2) years, limited to two (2) consecutive terms in the same position, and no more than four (4) consecutive terms (eight (8) consecutive years) on the Board in general. The positions are staggered so half are elected each year.

Section 3. The President shall serve as the Chief Executive Officer for the New York City Chapter (PMINYC) and of the Board. The President has a fiduciary responsibility to the chapter in addition to being a member ex-officio with the right to vote on all committees except the Nominating and Elections committee.

Section 4. The Vice President of Technology shall serve to oversee technology for PMINYC.

Section 5. The Vice President of Communications and Marketing shall serve to oversee the management of communications and marketing for PMINYC.

Section 6. The Vice President of Professional Development shall serve to oversee the promotion and management of education, training, and professional development for PMINYC.

Section 7. The Vice President of Finance shall serve as the chief financial officer for PMINYC and shall oversee the management of funds for duly authorized purposes of the chapter in addition to all other duties assigned by the President of the Board of Directors.

Section 8. The Vice President of Outreach shall serve to oversee the management of outreach for PMINYC.

Section 9. The Vice President Strategic Planning shall be responsible for establishing, documenting, and oversees the management of long-term strategic objectives, including the annual planning of PMINYC. Driving a sustainable chapter roadmap, three to five years, this VP ensures strategic alignment PMI’s visions with planning paths for the chapter’s overall long-term sustainability.

Section 10. The Vice President of Membership shall serve to oversee the management of membership and volunteer programs for PMINYC.

Section 11. The Vice President Administration and Operations shall serve as the Corporate Secretary for PMINYC and shall provide operations support.

Section 12. The Vice President of Programs shall serve to oversee the management of scheduled and periodic meetings for the interests of the membership for PMINYC.

Section 13. The Board shall exercise all powers of the PMI New York City Chapter, except as specifically prohibited by these Bylaws, the PMI® Bylaws and policies, its charter with PMI®, and the laws of the jurisdiction in which the organization is incorporated/registered. The Board shall be authorized to adopt and publish such policies, procedures and rules as may be necessary and consistent with these Bylaws and PMI® Bylaws and policies, and to exercise authority over all PMI New York City Chapter business and funds.

Section 14. The Board shall meet at the call of the President, or at the written request of three (3) members of the Board. A quorum shall consist of no less than one-half of the membership of the Board at any given time. Every member shall be entitled to one (1) vote and may take part and vote in person only. At its discretion, the Board may conduct its business by teleconference, or other legally acceptable means. Meetings shall be conducted following parliamentary procedures determined by the Board.

Section 15. The Board of Directors may declare an officer or Director at Large position to be vacant where an officer or Director At Large ceases to be a member in good standing of PMI® or of the PMI New York City Chapter by reason of nonpayment of dues, or where the officer or Director at Large fails to attend two (2) consecutive Board meetings. An officer or Director at Large may resign by submitting written notice to the President and/or Vice President Administration and Operations. Unless another time is specified in the notice or determined by the Board, the resignation shall be effective upon receipt by the Board of the written notice.

Section 16. An officer or Director At Large may be removed from office for just cause in connection with the affairs of the organization by a two-thirds (2/3) vote of the members present and in-person or at an official meeting of the membership, or by a two-thirds (2/3) vote of the Board.

Section 17. If any officer or Director at Large position becomes vacant, the Board may appoint a successor to fill the office for the unexpired portion of the term for the vacant position. In the event the President is unable or unwilling to complete the current term of office, the Vice President of Chapter Administration and Operations Support shall assume the duties and office of the presiding officers for the remainder of the term. The Board may call for a special election by the chapter’s membership to fill the vacant position.

### Article VI – PMI New York City Chapter Nominations and Elections:

Section 1. The nomination and election of officers shall be conducted annually in accordance with the requirements contained in these bylaws, including Article IV, Section 1 and Article V, Section 2, and this Article VI. All voting members in good standing of the PMI New York City Chapter shall have the right to vote in the election. Discrimination in election and nomination procedures based on race, color, creed, gender, age, marital status, national origin, religion, physical or mental disability, or unlawful purpose is prohibited.

Section 2. Candidates who are elected shall take office on the first day of January following their election and shall hold office for the duration of their terms or until their successors have been elected and qualified.

Section 3. A Nominating Committee shall prepare a slate containing nominees for each Board position and shall determine the eligibility and willingness of each nominee to stand for election. Candidates for Board positions may also be nominated by petition process established by the Nominating Committee or the Board. Elections shall be conducted (a) during an annual meeting of the membership, or (b) by mail ballot to all voting members in good standing, or (c) by electronic vote in compliance with the legal jurisdiction. The candidate who receives a majority of votes cast for each office shall be elected. Ballots shall be counted by the Nominating Committee or by tellers designated by the Board.

Section 4. No current member of the Nominating Committee shall be included in the slate of nominees prepared by the Committee.

Section 5. In accordance with PMI® policies, practices, procedures, rules, and directives, no funds or resources of PMI® or the Chapter may be used to support the election of any candidate or group of candidates for PMI®, Chapter or public office. No other type of organized electioneering, communications, fund-raising, or other organized activity on behalf of a candidate shall be permitted. Chapter Nominating Committee or other applicable body designated by the Chapter will be the sole distributor(s) of all election materials for Chapter elected positions.