



## **INTERNATIONAL ZOO EDUCATORS ASSOCIATION**

### **Call for Nominations to the Executive Board**

The International Zoo Educators Association (IZE) is dedicated to expanding the educational impact of zoos and aquariums worldwide. Its dual mission is to improve zoo education programs and provide members with access to the latest thinking, techniques, and information in conservation education.

#### **Nominations**

Nominations are invited for the following positions, which will be vacant as of October 2008. Only full, active IZE members in good standing can be nominated. If you wish to be a candidate for one of these offices, or would like to nominate someone, please submit the following:

- curriculum vitae (résumé)
- covering letter outlining why you are applying for the post
- letter of support from the institution's director
- photograph

All nomination material should be sent in duplicate – one copy to Silvia Geser, IZE Central Office - PO Box 23 - 3097 Liebefeld – Switzerland - IZE.CentralOffice@izea.net, and a second copy to Stephen McKeown, IZE President, Chester Zoo, Caughall Road, Chester, CH2 1LH, United Kingdom. S.mckeown@chesterzoo.org

Once elected, new Executive Board members are expected to be in attendance at the conference in Adelaide, Australia in October 2008. For more information please visit the website [www.izea.net](http://www.izea.net)

**DEADLINE FOR NOMINATIONS IS March 31<sup>st</sup> 2008**

Ballot papers will be sent to members in April with a return deadline of 30 June. Candidates will be informed of the results in July and new officers will take up their posts at the conference in Adelaide in October.

Below are the following documents:

- IZE Boards Member participation needs
- Job descriptions for the open position



### **IZE Board Member participation needs**

The International Zoo Educators Association can only function effectively when the executive board members have the opportunity to meet regularly with each other. Therefore, every executive board member must attend all the biennial conference during his/her term on the board, starting with the conference immediately following his/her election or appointment.

In view of the relationship between IZE and WAZA, the following executive board members must attend all WAZA annual conferences during their term: President, President-Elect, the Regional Representative for the region in which the WAZA conference is held. Of course, all other executive board members are strongly encouraged to attend WAZA conferences wherever possible.

IZE Regional Representatives should also try to ensure that IZE is represented at the appropriate annual or biennial zoo conferences in their home regions: eg AZA, SEAZA, AZOREN, EAZA, ALPZA, ARAZPA, PAAZAB, and SAZARC.

Participation in the meetings listed above is vital for networking, for the smooth functioning of IZE, and for IZE's support regionally and internationally. Failure to attend any of the required meetings will require approval of the IZE President, who will have the option of terminating the board term. In this event, the executive board member may appeal to the full executive board for a vote. However, any board member who misses two consecutive required meetings will be automatically required to leave the executive board.

Additionally all executive board members are expected to fulfil all of the duties in their IZE job descriptions. Therefore, membership of the IZE board is an requires careful consideration and commitment on the part of the executive board member and his or her institution. Individuals should join the IZE executive board only when they and their institution are confident they will have the time and financial wherewithal necessary to fulfil their responsibilities as detailed above. IZE will consider financial support to executive board members only when they come from developing countries and when those needs are made clear to the executive board in writing prior to appointment or election to the executive board.



## **Job descriptions for the open positions (four positions)**

### **REGIONAL REPRESENTATIVE – Australia/New Zealand**

Actively solicit members and promote membership in IZE; encourage formal and informal communication among members at regional level, through meetings, workshops, etc.; link regional and international interests of the Association; increase communication among members; vet applications for Sponsored memberships; submit recommendations to the President and notify applicants of results, follow up with Sponsored members to insure they meet their commitment to publish in IZE's communication vehicles. Supply every six months regional updates for the IZE web site and provide the President with comprehensive annual reports.

### **REGIONAL REPRESENTATIVE – Europe/Middle East**

For job description see above

### **REGIONAL EDITOR – Africa/Middle East/Europe**

Write quarterly news articles and updates concerning zoo education activities in the region for inclusion on the IZE web site. Provide material for the Journal either by writing, or soliciting articles related to the theme of the Journal. Must have demonstrated written communication skills; must have regional contacts, or ability to make contacts with individuals in their region; are responsible for translating articles into English, if necessary.

### **REGIONAL EDITOR – Australia/New Zealand**

For job description see above

**After all nominations have been received (no later than March 31<sup>st</sup> 2008) ballots will be sent to all current members entitled to vote.**