

**Voluntary Sector Review Editorial Management Board**

**Self-nomination Form** **- 2016**

VSSN members are warmly invited to nominate themselves for election to the Editorial Management Board of Voluntary Sector Review. All nominations must be received by 21st October 2016.

If an election is required, it will be conducted by online ballot and the results will be announced at the Annual General Meeting on 22nd November 2016.

**How to nominate yourself:**

* please complete the form below and save as ‘vsr-emb-YOUR NAME.doc’
* email the form by Monday 21st October 2016 to [execofficer@vssn.org.uk](mailto:execofficer@vssn.org.uk)
* **also** print off the form, sign it and post to Beth Longstaff, VSSN Executive Officer, 229 Abbeydale Road, Sheffield S7 1FJ (also to be received by 21st October 2016).

If you have any questions please contact [execofficer@vssn.org.uk](mailto:execofficer@vssn.org.uk) or phone 07434 680461.

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| **1. Personal details** | | | | | |
| **Title:** |  | **First name:** |  | **Surname:** |  |
| Organisation: | |  | | | |
| Address for correspondence: | |  | | | |
| Telephone: | |  | | | |
| Email: | |  | | | |

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| **2. Election statement** |
| Please provide a brief statement (no more than 250 words) explaining why you wish to be elected to the VSR Editorial Management Board and outlining the skills, attributes, and experiences you would bring to the role. **This statement will be made available to all members of VSSN.** |
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| **3. Declaration** | | | |
| I confirm that I wish to stand for election to the Editorial Management Board of Voluntary Sector Review. If elected, I will seek to advance the objects and undertake the duties of an Editorial Management Board member as set out in the section of the Publisher’s Agreement reproduced at the end of this form. | | | |
| **Signed:** |  | **Date:** |  |

Please save the completed form and send it as an email attachment to [execofficer@vssn.org.uk](mailto:execofficer@vssn.org.uk) **by 21st October 2016.**

**You must also send a signed copy of your nomination form:**

Beth Longstaff

VSSN Executive Officer

289 Abbeydale Road

Sheffield

S7 1FJ

This must also be received **by 21st October 2016.**

**Responsibilities of the Editorial Management Board**

1. The Editorial Management Board shall represent the VSSN in working with the Publisher to publish the journal.

2. The Editorial Management Board shall consist of six elected members and the Editorial Team. Members will be elected by the VSSN membership commencing with the first elections in Autumn 2009.

3. Members of the Editorial Management Board shall be elected for three years, and may stand for re-election at the end of their period of office. Membership shall be terminable by mutual agreement between the Editorial Management Board, the Board member and the Publisher. Initially the terms of office of individual Editorial Management Board members shall be varied to allow for a rolling renewal and replacement programme in future.

4. All editorial positions shall be fixed for a period of three years, terminable, renewable or extendable only by mutual agreement between the Editorial Management Board, the Editorial Team member and the Publisher.

5. The Editorial Team shall be appointed by the Publisher following proposals by the Editorial Management Board. Editorial Team members do not have to be VSSN members at the time of appointment although membership upon appointment would be strongly recommended.

6. The Editorial Management Board is responsible for ensuring that high editorial standards are met, that the Editorial Team supplies electronically to the Publisher sufficient material to produce each issue as determined in the Publisher’s Agreement and in accordance with the required schedules, that an appropriate Editorial Advisory Board is maintained and that the Editorial Team works to the Publisher’s Agreement.