



5 August 2024

## A CALL FOR NOMINATIONS FOR MEMBERS OF COUNCIL FOR 2025-2028 TERM

Notice is hereby given that, in accordance with the Music Teachers Act 1981 and the Rules of the Institute of Registered Music Teachers of New Zealand, nominations are invited for members of Council, such nominations to be lodged with the Registrar, IRMTNZ at registrar@irmt.org.nz on or before 30<sup>th</sup> September 2024.

Members elected to the Council will hold office for three years from the conclusion of the 2025 Annual General Meeting to the 2028 Annual General Meeting.

The nomination form must be signed by two Registered Members\* who are resident in the District and qualified to vote (that is, financial members of the Institute who are Registered Members) and by the person proposed for election (who must also be a financial member of the Institute and a Registered Member and resident in that District) consenting to the nomination. Brief relevant biographical details – not exceeding 75 words – are to be forwarded with each nomination paper.

For the purposes of the election to the Council, Rule 8 defines the five districts (according to New Zealand post codes) as:

<i>District 1</i> <i>Postal Codes</i> <i>0100-1999</i>	Auckland–Albany and North Shore, Auckland–Franklin, Auckland–Manukau and Howick, Auckland–Manurewa and Papakura, Auckland–Rodney, Auckland–Waitakere, Auckland Central, Kaipara, Far North and Whangarei
<i>District 2</i> <i>Postal Codes</i> <i>2000-4299</i>	Central Hawkes Bay, Gisborne, Hamilton City, Hastings, Hauraki, Matamata-Piako, Kawerau, Napier City, Opotiki, Otorohanga, Rotorua, Ruapehu, South Waikato, Taupo, Tauranga City, Thames-Coromandel, Waikato, Waipa, Wairoa, Waitomo, Western Bay of Plenty and Whakatane
<i>District 3</i> <i>Postal Codes</i> <i>4300-6499</i>	Carterton, Horowhenua, Kapiti Coast, Lower Hutt City, Manawatu, Masterton, New Plymouth, Palmerston North City, Porirua City, Rangitikei, South Taranaki, South Wairarapa, Stratford, Tararua, Upper Hutt City, Whanganui and Wellington City
<i>District 4</i> <i>Postal Codes</i> <i>7000-8399</i>	Ashburton, Buller, Christchurch City, Grey, Hurunui, Kaikoura, Mackenzie, Marlborough, Nelson City, Selwyn, Tasman, Timaru, Waimakariri, Waimate and Westland
<i>District 5</i> <i>Postal Codes</i> <i>8600-9799</i>	Central Otago, Clutha, Dunedin City, Gore, Invercargill City, Queenstown-Lakes, Southland and Waitaki

\*For the purposes of the election to the Council, Rule 44 defines Registered Members of the Institute as one of the following categories: Life Member; Fellow; Distinguished Branch Member; Associate; Leading Associate; Retired Member (who was previously an Associate, Fellow or Distinguished Branch Member before taking Retired status). Only these categories are eligible to vote. Provisional Members, Honorary Members, Honorary Fellows, Affiliate Teachers, Affiliates and Affiliate Organisations, being unregistered categories of members, are ineligible to vote.

Note that the Rules require that those nominating and those proposed for election must be financial members (ie paid up for the current year) and resident in the District in which the nominated member proposes to represent.

Please use the nomination form provided overleaf. A brief description of Council members roles and responsibilities has been provided.

**Nomination forms must be received by the Registrar via email by no later than 30<sup>th</sup> September 2024.**

**NOMINATION FOR ELECTION OF COUNCIL MEMBER FOR THE  
INSTITUTE OF REGISTERED MUSIC TEACHERS OF NEW ZEALAND FOR  
THE TERM 2025-2028**



To be completed by two nominators:

We, (first nominator name in full)

.....

of (address)

.....

and (second nominator name in full)

.....

of (address)

.....

being legally registered under the Music Teachers Act 1981 and Registered Members of the Institute of Registered Music Teachers of New Zealand and being current financial members living in the District indicated below, hereby nominate

(name in full)

.....

of (address)

.....

as a candidate for election to the Council of Institute of Registered Music Teachers of New Zealand for

District Number .....

Dated this ..... day of ..... 2024

Signatures of nominators: .....

.....

**To be completed by the nominated member:**

I hereby consent to my nomination. I am a current financial and Registered member of the Institute. I acknowledge that I am bound by the Music Teachers Act, the IRMTNZ Rules and by the IRMTNZ Code of Ethics. If elected to Council, I acknowledge that at meetings of the Council the majority shall rule the minority and that I will undertake to conduct myself in Council meetings in a professional and respectful manner. I have read the Council Members Roles and Responsibilities summary and am aware of the commitment involved. I attach a brief 75-word biography and a recent head and shoulders photograph:

Dated this ..... day of ..... 2024

Signature .....

**Nominations close with the Registrar, Institute of Registered Music Teachers of New Zealand registrar@irmt.org.nz on 30<sup>th</sup> September 2024 and nomination forms must be received by this date. Please include a brief (max 75 words) biography of the nominated member and a recent head and shoulders photograph**



## **COUNCIL MEMBER ROLES AND RESPONSIBILITIES**

Council members represent all members within their IRMTNZ district.

The role of Council member is voluntary.

Appropriate travel expenses and expenses that are incurred relating to Council business are reimbursed.

Council members are expected to attend the Council meetings which are held at:

- the beginning of the calendar year (usually in the January school holidays) via Zoom
- mid-year at the end of the July school holidays or a weekend around that time via Zoom
- at the bi-annual Conference every two years at the location of the Conference

The Zoom meetings take the form of two full days encompassing the sub-Committee meetings on one day and the general Council meeting on the other

Apart from the twice yearly meetings, most business of the IRMTNZ is conducted via email. Depending on whether you are on one or more sub Committees, there may be a fairly busy workload from time to time in online discussions and responding to motions etc.

Council members should be reasonably proficient in email, Word, Excel and video conferencing, and able to navigate our website <https://www.learnmusicnz.org/>.

One Council member from each District is nominated by Council for the Registration Board. This is a busy role where a large number of applications is reviewed and Registration Board members' decisions on candidates are needed in a short timeframe.

At present the other subcommittees are:

- Education sub Committee
- Finance sub Committee
- Communications sub Committee
- PD sub Committee
- Conference sub Committee
- Strategic Plan sub Committee

You do not need to be on a sub Committee but it does help spread the workload to have Council members distributed across the various subcommittees.

Council members are expected to be active in their local branch, and occasionally to communicate with other branches and members in their IRMTNZ district.