



MPR Call for Candidates and Election of Extraordinary and Ordinary Members to the Executive Board - 2024

July 5:

- Announce the Call for Candidates

August 5:

- Deadline for members to offer their candidacy for one of the following: Vice Chair, Treasurer, Secretary, Ordinary Member

by August 30:

- The MPR Board will review candidates, confirm finalists for each office, and make the announcement of candidates to MPR membership
- Announce Invitation to General Assembly (GA) scheduled for October 29. The invitation will include the candidates for election to the board. The invitation will also include information about voting to approve a new name for MPR.

October 21:

- Open the platform for voting on Xoyondo one week before the GA

October 29:

- MPR General Assembly (see above - voting one week prior)
- Close the vote during the GA. The results will be announced during the GA.

November:

- Report results of votes to ICOM Secretariat for the election of new extraordinary and ordinary board members and the renaming of MPR.

ICOM MPR Call for Candidates

The Board of ICOM MPR (Marketing and Public Relations) announces a call for members to offer their candidacy for one of the following: Vice Chair, Treasurer, Secretary, or Ordinary Member to serve through the next MPR board election to be held at the 27th ICOM General Conference in Dubai in November 2025.

We welcome MPR members from all global regions to join us and offer their candidacy to be "hands-on" board members who will encourage member engagement, support our Vision and Strategic Goals, and help guide the Committee of some 1,000 members through a robust calendar of activities.

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Before offering your candidacy, please review [MPR's Vision and Strategic Goals](#) and refer to the eligibility requirements.

Requirements for Eligibility:

- Only ICOM members in good standing who are members of the International Committee are eligible to stand for election
- Student, Honorary, and Supporting Members are not entitled to hold an elected office in ICOM
- A candidate may apply for a single function only as Vice Chair, Treasurer, Secretary, or Ordinary Member. (A list of duties for each is provided below.)
- No Member of the Board shall serve in the same position for more than six (6) consecutive years
- No Member of the Board shall remain in office for more than twelve (12) consecutive years

Submit your candidacy:

If you fit the criteria, please send an email and the following documents in English by 5 August to MPR Chair Deborah Ziska at chair.mpr@icom.museum:

- **Curriculum Vitae or Resumé**
- **Biography** (up to 150 words)
- **Candidate's Statement** (up to 250 words) must include which position you are applying for (Vice Chair, Treasurer, Secretary, or Ordinary Member), why you are qualified, and how you can contribute to MPR's Vision and Strategic Goals. Your statement must also include the following statement: *"By standing as a candidate, I confirm that I am fully aware that, if elected, my term of office will end at the next elections to be held in 2025."*
- **Head Shot jpg** to be used to announce candidacy (if eligible)
- **Social Media links** (optional) for tagging in MPR social media

All applications will be reviewed by the MPR Board. Please be available for a conversation about your candidacy as needed. If you are eligible to be a candidate, you will be informed by mid-August.

All selected candidates will be listed on the Xoyondo platform for members to vote one week before the MPR General Assembly on 29 October. During the General Assembly, the vote will be closed and the results announced.

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Lists of Duties of Open MPR Extraordinary Board Member Positions:

Vice Chair: The Vice-Chair supports the Chair in her/his role, including but not limited to:

- supports the Chair in carrying out her/his duties, at her/his request;
- supports the Chair by representing MPR and promoting its objectives and activities
- carries out the duties and tasks assigned to them by the Chair;
- replaces the Chair in his/her absence or if he/she is unable to perform his/her duties;
- convenes and chairs meetings on behalf of the Chair if she/he is absent;
- collaborates with the Chair to ensure the implementation of decisions taken by the MPR;
- monitors the Treasury in collaboration with the Treasurer and the Chair.

To sum-up: The Vice Chair has a priori, a supporting role. However, in case of absence of the Chair or vacancy, he/she must envisage to assume the role of the head of the Committee.

Treasurer: The Treasurer works closely with the Chair and the ICOM Finance Department, and assumes responsibilities regarding the budget and the annual financial report.

In general, the Treasurer:

- is responsible for monitoring the financial policy adopted, the transparency and proper functioning of the financial and accounting system, and the financial capacity of the Committee;
- has oversight of and provides advice on projects and their financing;
- works in close collaboration with stakeholders (ICOM bodies, Standing Committees, Working Groups, the Statutory Auditor, third parties, etc.);
- ensures the compliance of the Committee with ICOM Financial Guidelines
- regularly reviews the financial forecasts and budgets;
- ensures the control of the financial flows;
- ensures the monitoring and maintaining of financial inflows such as donations and grants;
- ensures the optimization of the financial processes;
- monitors the preparation and monitoring of grant applications with the relevant stakeholders, including the budget allocated for each activity;
- drafts and submits the annual financial report to the Committee and submits it the ICOM Finance Department.

To sum up: The Treasurer has an important role in monitoring and controlling the financial situation of the Committee, ensuring that it is transparent, and actively communicating it to the Chair, Board, and members.

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Secretary: The Secretary works closely with the chair and is proactive in carrying out timely and accurate board communications, monitoring membership, and maintaining important documents.

- polls board members to schedule board meetings and organizes agendas;
- attends board meetings and keeps accurate minutes;
- presents minutes to the board for approval;
- maintains, updates, and archives official board documents and publications, including minutes and bylaws, ensuring their accuracy, accessibility, and preservation, in electronic and hard copy form;
- responds to member inquiries and carries out membership correspondence in a timely manner in cooperation with the Chair;
- monitors IRIS membership database provided by ICOM and reports on membership data to the board;
- supports Chair by assisting in compilation and presentation of accurate information for annual narrative report and other reports, and meetings.

To sum up the Secretary has an important role in ensuring the accuracy, preservation, and accessibility of official and other important board records and documents and supports the smooth flow of timely information between the chair, the board, and committee members around the world.

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