

# **British Society for Allergy and Clinical Immunology**

Studio 16, Cloisters House, 8 Battersea Park Road, London SW8 4BG

Tel: +44 (0) 207 501 3910 Email: info@bsaci.org Website: www.bsaci.org

# **BSACI Honorary Secretary**

We are seeking nominations for the BSACI Honorary Secretary post.

### **Role Profile**

As part of the BSACI's board of trustees, the BSACI Honorary Secretary provides effective leadership and governance, ensuring that the charity complies with charity law, company law and any other relevant legislation or regulations. The BSACI Honorary Secretary also works with the CEO and the BSACI Office Team in delivering the membership strategy and ensuring a sustainable future for the organisation. A copy of the Honorary Secretary's job description can be found here.

#### **Term of Office**

The term of office is for 3 years and the Honorary Secretary can be re-elected for a second consecutive three-year term.

# **Eligibility**

We welcome nominees from all sections of the membership. Please note that nominees must be a current BSACI member.

### **Candidates**

If there are several candidates for the position, an election will be conducted in line with the Society's rules on votes and ballots, and the results will be announced at the AGM.

### How to nominate

Should you wish to nominate a candidate for this position, the online nomination form can be found **here**. Please complete and send your nomination form to vivine@bsaci.org by 5pm on Monday 29 April.

If you have any questions or wish to discuss the role before applying, please email vivine@bsaci.org.

Learn more about us here.