



## **Candidates for Education and Training Boards (ETBs) – Specification**

As per the Education and Training Boards Act (2013), AONTAS is a nominating body designated to elect learner representatives to the Education and Training Boards (ETBs).

AONTAS has been invited to nominate two learners (one man and one woman) with experience of community education, to be considered by Dublin and Dún Laoghaire ETB (DDLETB) for one seat on the Board in line with Section 11 of the legislation. Other national organisations have similarly been asked to propose candidates for a seat on the Board under Section 11. While AONTAS will act as a nominating body, there is no guarantee that the candidates we propose will be successful in being appointed to the ETB.

The Executive Committee of AONTAS invites nominations from our membership for the learner representative position on DDLETB. The Executive Committee will choose one man and one woman for consideration by DDLETB.

### **Selection criteria**

In order to be considered for nomination by AONTAS to the ETB and to facilitate the selection criteria, the following will apply:

- Candidates for nomination must be resident in the area of the DDLETB
- Candidates should be currently engaged in learning preferably within a community education setting, or have previous experience of engaging in such learning
- Candidates should be a fully paid up member of AONTAS, or be a learner affiliated with a fully paid up organisational member of AONTAS

### **Time Commitment**

- If appointed to the Board, candidates will be required to fulfil a five year term of office
- This is a voluntary position. Candidates must be available to attend meetings organised by the ETB which may involve attending approximately 7 Board meetings per year. Candidates should also be willing where possible to participate in relevant subcommittees
- Additional time commitment will be required to prepare for, and read relevant material in advance of ETB meetings
- Attendance/ feedback at AONTAS meetings such as the GM/ AGM will be required from time to time

### **Relevant Experience**

*Necessary:*

- Experience of learning preferably in a community education setting (past or current)
- Understanding of, and awareness of the role and function of the ETB as per the Education and Training Boards Act 2013
- Understanding of a broad range of issues of concern to adult learners
- Ability to communicate effectively those issues in a Board meeting setting
- Knowledge and experience of local, relevant education and training organisations and networks
- Ability to work with others to ensure the learner voice is heard

*Preferable:*

- Experience of participating on a Board of Management, either statutory or voluntary or other working groups
- Experience of advocacy or campaigning

**Support for candidates**

- Candidates are primarily responsible to the ETB of which they are a member. Expenses procedures such as travel etc will be the responsibility of the local ETB. AONTAS will provide spaces at its membership meetings for networking and information sharing
- In line with the FET strategy, AONTAS is currently developing an approach to strengthen the voice of adult learners
- This may include a number of mechanisms, including supporting and developing local learner networks, training and development opportunities, aimed at supporting learners to engage with the policy environment, and the development of the National Adult Learner Forum

**How to Put yourself Forward as a Candidate**

- If you are interested in putting yourself forward as a candidate, please complete the application form online and return it to AONTAS
- Completed applications must be received by close of business on **Wednesday 26<sup>th</sup> April 2017**

The Executive Committee of AONTAS will then review the nominations received and will propose two candidates for DDLETB area, to include one man and one woman. Their names will then be submitted to the ETB. Members of the Executive may vote by secret ballot in the event that the number of nominations exceeds the number of possible candidates.