

President Profile & Election

With the purpose of consolidating the Network's institutionalization, to guarantee its stability and sustainability, and in line with other similar organizations, the following criteria and procedures are applied for the Presidency Election:

Election of the President

- ❖ The President is elected by the General Assembly Meeting (GAM) for a two-year term renewable once for another two-year term.
- ❖ The President that has terminated its mandate will hold office as Past-President on the Board of Directors (BoD) for the next term; they may be requested to fill-in for the President in emergencies only.
- The President issues the **call for candidates** to all Full Members at least 6-4 weeks prior to the GAM and determines the information requested.
 - *The call for candidacies mentions—if relevant/applicable—the intention of the current President to run for the Presidential elections for a second mandate.
- Full members seeking election to the Presidency must send their **candidacy** to the President and the Secretariat Office (SO) at least 4-2 weeks prior to the GAM.
 - *Candidate organizations must have served on the BoD to ensure they are well familiar of the scope of work.
- All eligible candidates' profiles are submitted to all Full and Associate Members' representatives at least 2-1 weeks prior to the GAM.
 - *During the GAM, candidates are invited by the President to present their vision and specific work plan for NAMES to the attendees.
- Full and Associate members select one candidate from the eligible candidates:
 - The vote is conducted through a secret ballot.
 - If there are 2 candidates, the candidate that receives the highest number of votes is elected.
 - In the case where there are 3 or more candidates, if one candidate receives 50% or more of the votes, this candidate is elected.
 - If none receives 50% or more of the votes, a second round of voting takes place with the 2 candidates that received the highest number of votes.

*Should 2 or more candidates have exactly the same number of votes, a draw will determine which candidates will figure in the second round.

*The candidate that receives the highest number of votes after this second round is elected.

President's Profile

- **Commitment:** NAMES President provides full commitment to serving the organization in a transparent manner. The President does not receive any form of financial/monetary rewards for their services, which are conducted on purely voluntary services. This includes, but is not limited to: travel for and on behalf of the Network, fees against services, costs of communication and/or resources, and any other expenses he/she may incur during the term of service.
- **Chairmanship:** The President calls and chairs the GAM and BoD meetings.
*They can delegate the chair's responsibilities.
- The President shall ensure becoming fully aware of all matters related to the Network upon holding office. This includes reading and reviewing past reports, information on the website, documents, agreements, and any information provided by the Executive Director.
- The President endeavors to establish sound and fruitful relations with other Networks by attending conferences, handling correspondences, representing the Network in international meetings, etc. It is established that the President shall attend at least two such conferences annually to represent the Network.
- In collaboration with the Executive Director, the President develops a Strategic Plan for the Network, which is to be reviewed and approved by the BoD. Execution of the Plan requires heavy and direct involvement from the President, including day-to-day operations in collaboration with the Secretariat Office (SO) and the BoD.
- It is essential that the President works directly, coordinates and collaborates with the Network's Executive Director on the day-to-day issues, both in an advisory role as well as an executive role. The latter entails being proactive in participating in the execution of projects, reviewing plans and budgets, and informing decisions.
- The President needs to work closely with the SO, which is based and hosted within the Library of Alexandria, and should, thus, adhere and respect established procedures within the Library. Accordingly, the President shall

approve expenses, spending, budgets, salaries, travel, and any other matters on as needed basis and as requested by the SO represented by the Executive Director.

- The President represents the Network as a non-voting member on the International Program Committee (IPC) along with the Executive Director of the Network who is a voting representative. Both work closely together for the best interest of the Network, while ensuring best relations are maintained with other representatives.
- The President should have extensive experience in management and full awareness of running a science center/museum; including, but not limited to: strategic and operational issues and needs of such centers, planning and budgeting, human resource management, content development and exhibitions development. This shall inform areas of services and scope of future projects by and for the Network.
- The President shall hold the portfolio efficiently, representing the Network on collaborative projects with other Networks, such as the EMME Summer School, whereby they contribute and provide advice on the program, funding, promotion, and attendance among other issues.
- The President attends meetings of the committees (if and when they exist) of the BoD and provides planning, management, logistical, and technical support for the BoD and/or the Executive Committee and/or other committees.
- The President solicits and coordinates members' application for funding for projects and programs of the Network, and reports accordingly to the BoD on any progress.
- The President shall have general responsibility for signing agreements and such papers as may be required; shall approve the annual report to the BoD; shall make such other reports and recommendations to the members concerning the work and affairs of the Network; and shall perform any related duties as are normally incident to the office of President.

Others:

- The President must have the efficiency to respond quickly (and personally) to all correspondences for and on behalf of the Network. Though it is generally understood that the person holds a full-time position at the Member Center or Museum, they must be aware that becoming President of NAMES requires a sense of responsibility to be as efficient and diligent as possible.

- It is roughly estimated that serving the Network will require an average of 60 hours/per month; thus, the President shall ensure full availability.
- As the Presidency of NAMES is short-term, the President shall ensure full support and empowerment to the Executive Director and the Secretariat Office in general, to ensure long-term sustainability of the Network.
- It is understood that the President shall be fluent in written and spoken English to be able to represent NAMES internationally. Knowledge of other languages would be an asset.
- The President must have a sound track record of previous visas and travel permits to various parts of the world in order to represent the Network at Conferences and attend meetings.
- The President must be sensitive to regional diversity and the political climate, as well as maintaining extremely good relations among all NAMES Members.
- The President shall endeavor to recruit new members to the Network and to support in any manner to its growth.
- The President shall not seek financial remuneration and/or rewards against this position in any way or form; this includes travel for and on behalf of the Network.
- The President shall ensure that they represent the Network professionally when faced with challenges from outside the Network and ensure the long-term sustainability of NAMES.
- The President shall ensure availability for weekly, monthly, and annual meetings with the Executive Director and the BoD.