

Contact person

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Brussels, 20/10/22

To: Members of Victim Support Europe

Ref: Formal notification of Victim Support Europe's General Meeting on 09 December 2022 from 10.00-13.00 CET Online Meeting

Dear Members,

We are delighted to inform you that the General Meeting of Victim Support Europe will be held online on 09 December from 10.00 to 13.00 CET /Brussels time.

Agenda

The proposed agenda will be sent in the coming month.

Resolutions or potential topics for discussion

Full members are entitled to propose resolutions to the GM. If you wish to do so, please send your proposal **before 01 November 2022** to info@victimsupporteurope.eu.

In case any member would like to discuss a particular issue at the General Meeting, we kindly ask you to inform us **before 25 October 2022** at the following e-mail: info@victimsupporteurope.eu.

General Information
<p>Who can attend the GM?</p> <p>VSE welcomes all members to attend the GM.</p> <p>How to attend</p> <p>To be able to attend the meeting all members will receive by e-mail an invitation link for the meeting.</p> <p>Who can vote at the GM?</p> <p>While VSE welcomes the attendance of all members, you must be a Full Member of VSE in order to cast a vote on any matter.</p> <p>One representative from each full member organisation may vote on behalf of his or her organisation.</p>

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How to Vote?

Voting is done by a show of hands **except** for votes relating to members of the Executive Board mandates, which are organised by **secret ballot**.

Board Position Nominations

We take this opportunity to inform you that two Board positions are open for nominations:

VSE President's position is open after Geraldine Hanna stepped down from the position in June 2022. Her resignation was announced at the Annual General Meeting in May in Malta.

Executive Board Member Livija Plancic will end her second term in November. This position will be open for nominations.

The Executive Board discussed the nominations process for the Board positions in April. During that meeting, it was agreed that because of the size of VSE and an increasing scope of its activities, nominees should be able to demonstrate a range of skills and attributes necessary to the leadership of the organisation.

Nominations for the President and Board members should therefore include a **CV and motivation letter** addressing those matters. In particular, for the position of President, the motivation letter should address the following:

Presidents' Position

CV and Motivation letter

The position requires knowledge in:

- victims matters
- practical service delivery
- Public affairs (e.g. National, EU, UN, Council of Europe)

Nominees should be able to demonstrate the following skills

- Strategic thinking
- Leadership and the ability to represent broad community interests
- Communication
- And of course a sense of humour is always welcome!

The position will require availability for two days per month.

We invite full members to consider nominations for these positions. Further details are provided below:

Who can stand for election, or otherwise nominate candidates for election to the Executive Board?

To stand for election, or otherwise to nominate potential candidates, you first must be a Full Member of VSE.

Associate Members may be nominated by the Executive Board to stand for a Board position.

How to apply?

To nominate President or Executive Board member, Full Members must complete the Nomination Form available on intranet under the [dedicated section](#).

Please send your Nomination Form, CV and Motivation letter to Ketj Varoshlija Botterman at the following address: k.varoshlija-botterman@victimsupporteurope.eu.

Please note that NOMINATIONS are CLOSED at 12pm midnight, on 25 November 2022 (14 clear days before the GM is taking place in accordance with our Constitution).

IMPORTANT: All candidates for the mandate of member of the board are required to be present at the general assembly during which the vote is scheduled, under penalty of having their candidacy suspended, unless in a case of force majeure.

Please feel free to contact k.varoshlija-botterman@victimsupporteurope.eu should you have any enquiries.

We do hope that everyone will be able to attend the General Meeting 2022 and, on behalf of Victim Support Europe, I look forward to seeing you all-online!

Yours faithfully,
Levent Altan