

**WORLD FEDERATION
FOR MENTAL HEALTH**



**NOMINATING COMMITTEE
HANDBOOK
2021**

World Federation for Mental Health

**Office of the Secretary General
The Wood Street Health Centre
6 Linford Road
London E17 3LA
UK**

<https://wfmh.global/>

WORLD FEDERATION FOR MENTAL HEALTH NOMINATING COMMITTEE HANDBOOK

TABLE OF CONTENTS

Table of Contents	2
Procedures for Nomination and Election of the Board of Directors	3
Identification and Qualification of Candidates	5
Composition of the Nominating Committee	6
Cover Letter for Call for Candidates 2021 – 2023	7
Call for Candidates for Nomination	10
Candidate Information Form	13
Board Candidate Personal Statement Declaration	16
2019-2021 WFMH Leadership	19
2021 Nominating Committee	20
WFMH Regional Structure	21
2021 Nominating Committee Schedule	22

PROCEDURE FOR NOMINATION AND ELECTION OF THE BOARD OF DIRECTORS

The principal guiding elements of the procedure are outlined as follows:

- The number of members of the WFMH Board of Directors will be a minimum of 18 and a maximum of 24 members elected by the Voting Member Organizations for a term of two years
- The slate will consist of candidates that have been qualified by the Nominating Committee (e.g., eligible to be elected, recommended by a current Voting Member Organization, current Affiliate Member Organization, current Individual or Life member, or current Board member, and who have confirmed willingness to serve based on published guidelines and expectations, and have been duly vetted by members of the Nominating Committee etc.)
- Members of all categories, whose dues are in current standing as at 31 May 2021, are eligible to submit candidates for consideration by the Nominating Committee
- Voting Member Organizations, Life Members and current members of the Board of Directors will be eligible to participate as Voting Members in balloting for election of the Board. Voting Members eligible to participate in the election are those whose membership dues are current at the time of the election
- The Nominating Committee will present a slate of nominees to the Voting Members consisting of up to 36 qualified candidates from which the available number of Directors will be elected
- Utilization of an official ballot that will allow for election through balloting of eligible Voting Members
- Board Members are eligible for election to serve up to four consecutive two-year terms, after which they are ineligible for re-election for a period of two years
- Each of the seven (7) WFMH regions will preferably have at least one (1) person on the Board
- The election of Board Members will be conducted by electronic ballot only completed within approximately 120 days of the next Voting Member Assembly meeting

- In the case of persons holding (or elected to) positions of President-elect, President, and Immediate Past President, exemption to the term limits would apply until completion of those terms
- Following the tabulation and certification of the ballots for the candidates of the Board, the Nominating Committee will meet for the purpose of choosing positions for the Officers [President-elect, Secretary, Treasurer, Vice-President Constituency Development, Vice-President Program Development and Vice President for Administration], Regional Vice-Presidents and Directors.
- The Nominating Committee's final slate of Officers, Directors and Regional Vice-Presidents will be a "single slate" with one candidate nominated for each office
- The final slate of candidates will be submitted to the Board of Directors with a deadline for return to the election referee Nomination Committee Chair for validation 60 days prior to the convening of the Voting Member Assembly
- The slate of newly elected Board Members will be announced to the full Membership prior to the meeting of the Voting Member Assembly and will be officially installed at that Meeting.

Identification and Qualification of Candidates

The following guidance is provided to the Nominating Committee for the process of identifying and recommending candidates for consideration as nomination to the Board of Directors:

- Voting Member Organizations of national scope, Affiliate Member Organizations, and Individual/Life Members are eligible to recommend candidates from their country to the Nominating Committee for consideration
- Voting Member Organizations of global or international scope or membership are eligible to recommend candidates for consideration from any country
- Current members of the Board of Directors are eligible to recommend candidates for consideration from any country
- The Nominating Committee is authorized to seek, identify and consider additional candidates in order to balance the geographic, skills, influence, professional and regional needs of the slate of candidates
- The Nominating Committee's proposed slate of nominations does not require approval or adjustment by the current Board of Directors prior to submission to the Voting Members.

Composition of the Nominating Committee

The WFMH Nominating Committee will be comprised as follows:

- The Immediate Past President will serve as the Chair of the Nominating Committee.
- The Secretary General shall be a non-voting member of the Nominating Committee.
- The members of the Nominating Committee will be elected by the Board of Directors at the first meeting following the biennial election from a single slate of nominees prepared by the outgoing Nominating Committee.
- The committee will normally be composed of eight [8] members, including the Chair and one (1) member from each of the other 6 WFMH regions (the Chair will represent the region in which he/she resides) and the Secretary General (non-voting member).
- Everything must be done to find an appropriate member for each region but if there are no further candidates for consideration the Chair working in collaboration with the Secretary General and Nominating Committee Members will either choose a person of the nationalities within that region or reduce the committee accordingly and alert the committee members of the need to pay special attention to the region/s without representation.
- Members of the Nominating Committee may be either past Board members who are not candidates for consideration for nomination or current members of the Board who are not eligible, or who have chosen not to be considered for re-election. The Immediate Past President is exempted from this requirement.
- The current sitting President and President-elect will serve as advisors to, but not as voting members, of the Nominating Committee. The final election results will be made available to the EC and Board if requested.



World Federation for Mental Health

13 May 2021

To: WFMH Voting Member Organizations
WFMH Affiliate Member Organizations
WFMH Board of Directors
WFMH Individual and Life Members

From: Dr Gabriel Ivbijaro, Secretary General WFMH on behalf of Dr Alberto Trimboli Chair and Members of the 2021-2023 Nominating Committee

To: The Membership of The World Federation for Mental Health

Re: **CALL FOR NOMINATIONS FOR THE 2021-2023 WFMH BOARD OF DIRECTORS**

On behalf of the Chair of the WFMH 2021-2023 Nominating Committee, Alberto Trimboli and Nominating Committee Members it gives me great pleasure as Secretary General to call for candidates to be considered for nomination and election as Directors to the 2021 – 2023 WFMH Board of Directors.

The Nominating Committee Process and Handbook 2021-2023 is available on the WFMH website.

We sincerely encourage your participation in the process of assisting the Committee to identify qualified and committed candidates for consideration.

This year's procedure to nominate and elect members to the WFMH Board of Directors continues the process of a more interactive and more inclusive approach to nominating and electing the WFMH Board of Directors that was begun with the 2007-2009 elections process.

By action taken at the October 14, 2006 WFMH Voting Member Assembly meeting in Oslo, Norway, the WFMH Board is elected through a ballot procedure in advance of the Voting Member Assembly.

The Nominating Committee places before the eligible Voting Members a ballot containing up to 36 qualified candidates from which all the Directors are elected with a standard that each nominee should complete a detailed Application Form.

Nominating persons/referees will be contacted to complete a standardised Reference Proforma and standardised screening interviews will take place with each nominee conducted by members of the Nominating Committee once nominations are closed.

The details and process for submitting qualified candidates for the Nominating Committee's consideration are contained in the accompanying "Call for Candidates" packet. I encourage you to review these materials carefully, and to nominate candidates for the 2021 – 2023 WFMH Board of Directors.

There has been a request regarding the need for a more structured variety of stakeholders on the Board of Directors. As a result, there will be a focus on, but not limited to, representation from the following groups:

- People with lived mental health experience /consumers
- Family members/carers
- Psychiatrists, psychologists, social workers, nurses, family doctors and other professionals and providers with an interest in mental health advocacy
- Administrators, researchers, lawyers, accountants and policy-makers with an interest in mental health advocacy

The Nominating committee will ensure adequate regional and group representation. At least one (1) member of the Board of Directors must come from each of the WFMH Regions as described in Article IV, Section 1.

Please be aware that the **deadline** for completed Candidate Information Forms and all supporting materials to be received at the WFMH Secretariat is **13 June 2021**.

The committee will be unable to consider candidates for whom information arrives after that date.

Thank you for your consideration and participation in this important process through which the leaders of the World Federation for Mental Health will be selected.

Included in this document you will find several items needing your attention.

Review all documents carefully, make sure everything is signed and that you include all supplemental material.

Thank you for your continued interest and engagement in the work of the World Federation for Mental Health.

Best wishes,

Professor Gabriel Ivbijaro MBE JP
Secretary General WFMH

**WORLD FEDERATION FOR MENTAL HEALTH
CALL FOR CANDIDATES FOR NOMINATION
2021 – 2023 BOARD OF DIRECTORS**

The Nominating Committee of the World Federation for Mental Health invites eligible individual members, life members, affiliate member organizations and voting member organizations to submit the names and relevant background information of potential candidates for nomination for election to the WFMH Board of Directors for the 2021-2023 term.

All required information for candidates must be received by the WFMH Secretary General Office no later than 10 June 2021. Submissions received after that date will not be considered.

Who May Submit Candidates for Consideration:

Candidates for consideration by the Nominating Committee for election to the WFMH Board of Directors may be submitted by:

- An official representative of a WFMH Voting Member Organization whose membership in WFMH is current at the time of submission may submit candidates residing in any country in which it operates.
- An official representative of a WFMH Affiliate Member Organization whose membership in WFMH is current at the time of submission may submit candidates residing in the country in which it operates.
- An Individual, Life Member of WFMH whose membership in good standing at the time of submission or current members of the WFMH Board of Directors may submit candidates residing in any country.

Eligibility for Consideration:

To be considered eligible for nomination to the election ballot, individuals must:

- Be a dues-paying Individual or Life Member of WFMH, with their annual dues current as of the date of submission of their candidacy to the Nominating Committee
- Be in full agreement with, and willing to promote, the vision, mission, goals, and strategic objectives of WFMH
- Have their candidacy submitted by an Individual, Life, Affiliate Member Organization, Voting Member Organization whose membership in WFMH is current at the time of submission, or by a current member of the WFMH Board of Directors

- Be agreeable to having their name submitted for consideration of inclusion on the ballot of qualified candidates for election as a Board Member
- Have signed the attached agreement of understanding and expectations of WFMH Board membership
- Have no known conflicts of interest (personally or professionally) that would prevent active service on the WFMH Board and representation of WFMH on matters of policy and procedure
- You will need to confirm if you are subject to any of the following:
 - A professional who is under investigation for professional misconduct, or has been found to be in breach of appropriate professional standards by the relevant professional body
 - A subject of a bankruptcy restrictions order or interim order
 - Dismissed (except by redundancy) by any Board or NGO role
 - Have had an earlier term of appointment terminated
 - Have been removed from trusteeship of a charity/NGO
- Submit a personal statement of a maximum 1,000 words outlining:
 - Your relevant experience in mental health advocacy, education and awareness and your personal experience and perspective that you would bring to the WFMH.
 - List other organization and boards you have represented and any with the WFMH.
 - Current type and length of WFMH membership.
 - Why you are interested in serving on the Board of the WFMH?
 - Areas where you intend to contribute to the functioning and betterment of the WFMH (if you are or have been a WFMH Board Member, you must indicate any fulfilled contributions in these areas).
 - How would you identify yourself – such as: Consumer, Family Member, Psychiatrists, MH professional, Administrator/Director of a mental health NGO, etc? Please list all that you believe you would use in your role as a WFMH Board Member.
 - As our organization is spread around the world, we have few opportunities to meet in person and much of our communication is done via email and web-based conference calls. Are you willing and able to participate in Board Meetings held at specific meeting sites, on conference calls and/or with email communication? Are there any issues that would prevent you from being available for any of these meetings?

How to Submit Candidates for Consideration by the Nominating Committee:

Individuals and organizations eligible to submit candidates for consideration should:

- Obtain the necessary signed agreement from the potential candidate to be nominated and, if elected, serve as a member of the WFMH Board of Directors
- Complete the attached WFMH Candidate Information Form
- Submit WFMH Candidate Information Form, along with the Candidate's Personal Statement and signed Agreement of Understanding of the Expectations of WFMH Board Membership, to the WFMH Secretariat **to be received no later than 13 June 2021.**

Where To Submit:

All completed and signed documents should be sent by E-mail to the Nominating Committee using the e- mail address below:

- WFMHvote2021@wfmh.global

**WORLD FEDERATION FOR MENTAL HEALTH
2021 – 2023 BOARD OF DIRECTORS
CANDIDATE INFORMATION FORM**

Please complete all the required information here

<https://wfmh.global/wp-content/uploads/wfmh-board-application-form-2021-2023.docx>

DETAILS OF PROPOSED CANDIDATE

Name:	
Position or title:	
Employer or organization:	
E-mail:	
Phone (include country code)	
Preferred mailing address:	

DETAILS OF PERSON SUBMITTING THE CANDIDATE INFORMATION FORM:

Name:	
Your Details	
(please tick the box that applies to you in the first column and complete your details in the second column)	
1. <input type="checkbox"/>	Official Representative of a WFMH Voting Organization Organisation name: Title/Position:
2. <input type="checkbox"/>	Official Representative of a WFMH Affiliate Organization Organisation name: Title/Position:
3. <input type="checkbox"/>	Current WFMH Board of Directors Member, Life Member or Individual Member Title/Position:

E-mail address:	
------------------------	--

CANDIDATE PERSONAL STATEMENT:

<p>Please submit a 1000 word (max) personal statement taking into account the following:</p> <ul style="list-style-type: none"> - Your relevant experience in mental health advocacy, education and awareness and your personal experience and perspective that you would bring to the WFMH. - Why you are interested in serving on the Board of the WFMH - List other organization and boards you have represented and any with the WFMH. - Current type and length of WFMH membership - Areas where you intend to contribute to the functioning and betterment of the WFMH (if you are or have been a WFMH Board Member, you must indicate any fulfilled contributions in these areas). - How would you identify yourself – such as: Consumer, Family Member, Psychiatrists, MH professional, Administrator/Director of a mental health NGO, etc? Please list all that you believe you would use in your role as a WFMH Board Member. - Willingness to participate in Board Meetings held at specific meeting sites, on conference calls and/or with email communication and - Are there any issues that would prevent you from being available for any of these meetings?
<p>Max 1000 words (any part of the submission over 1000 words will be discounted)</p>

CANDIDATE DECLARATION

<p>I confirm the following: (Please tick each box that applies to you)</p>	
<p>1. <input type="checkbox"/></p>	<p>I am not a professional who is under investigation for professional misconduct, or has been found to be in breach of appropriate professional standards by the relevant professional body</p>
<p>2. <input type="checkbox"/></p>	<p>I am not the subject of a bankruptcy restrictions order or interim order</p>
<p>3. <input type="checkbox"/></p>	<p>I have not been dismissed (except by redundancy) by any Board or NGO role</p>
<p>4. <input type="checkbox"/></p>	<p>I have not had an earlier term of appointment terminated</p>
<p>5. <input type="checkbox"/></p>	<p>I have not been removed from trusteeship of a charity/NGO</p>

Signature of candidate to confirm consent to nomination and to confirm their candidate declaration (or attach e-mail from candidate confirming this)	
Date submitted:	

Please be sure the Candidate supplies you with the following information to return with this form:

- 1) A Curriculum Vitae
- 2) A personal statement of not more than 1000 words
- 3) A signed agreement of understanding and expectations of WFMH Board membership.

Submit the completed Candidate Information Form, along with the Candidate's Personal Statement, signed Agreement of Understanding and Expectations of WFMH Board Membership, and curriculum vitae to the WFMH Nominating Committee by e-mail to: WFMHvote2021@wfmh.global

ALL SUBMISSIONS MUST BE RECEIVED BY THE WFMH SECRETARIAT NO LATER THAN 13 JUNE 2021 TO BE CONSIDERED BY THE NOMINATING COMMITTEE.

Board Candidate Personal Statement and Agreement of Understanding and Expectations of WFMH

Individuals who are willing to be considered for nomination for election to the Board of Directors of the World Federation for Mental Health are required to:

- Be a dues-paying Individual or Life Member of WFMH, with their annual dues current as of the date of submission of their candidacy to the Nominating Committee
- Be in full agreement with, and willing to promote, the vision, mission, goals, and strategic objectives of WFMH
- Have their candidacy submitted by an Individual, Life, Affiliate Member Organization, or Voting Member Organization whose membership in WFMH is current at the time of submission
- Be agreeable to having their name submitted for consideration of inclusion on the ballot of qualified candidates for election as a Board Member
- Have signed and submitted the attached Agreement of Understanding and Expectations of Board Membership
- Have no known conflicts of interest (personally or professionally) that would prevent active service on the WFMH Board and representation of WFMH on matters of policy and procedure
- Submit a personal statement of not more than 1000 words

EXPECTATIONS OF MEMBERS OF THE WFMH BOARD OF DIRECTORS

- Board members shall support and develop the WFMH global mission and goals of improving the mental health of people everywhere
- Board members shall abide by the by-laws and policy and procedures of the organization
- Board members are required to attend regular and special Board meetings and the WFMH World Mental Health Congress (WFMH typically does not provide reimbursement of expenses for attendance at Board meetings or Congresses). Board members must be prepared to provide their own support for attending Board meetings.

- Board members are expected to attend an orientation session
- Board members are required to participate actively on at least one committee if requested by the President
- Board members are expected to contribute to the financial stability of the organization, including being a paid Individual or Life Member
- Board members are expected to share their expertise with the organization
- Board members are expected to read all materials that are distributed and respond in a timely fashion
- Board members are expected to hold in confidence any restricted information given to them in their capacity as a member of the Board
- Board members are expected to take initiatives and to provide leadership as needed. and will be expected to participate actively in the World Federation's programs
- Board members are expected to declare any possible conflicts of interest and ask that the minutes so state
- Board members are expected to promote and encourage mental health organizations in their country, or in which they are active, to become members of WFMH

AGREEMENT OF UNDERSTANDING AND EXPECTATIONS OF WFMH BOARD MEMBERSHIP

I have been approached to have my name submitted as a candidate for nomination for election to the Board of Directors of the World Federation for Mental Health. I have read and meet the criteria for nomination, am in agreement with and support the Vision, Mission, Goals and Strategic Objectives of WFMH, and accept the Expectations of a Member of the WFMH Board of Directors. To the best of my knowledge, I have no current or foreseen conflicts of interests that would prevent my active service on the WFMH Board and representation of WFMH on matters of policy, program, and procedure. I agree to be considered for nomination and agree to serve if elected, assuming all of the responsibilities of the position.

I have provided a Personal Statement (of not more than 1000 words) to be submitted along with the Candidate Information Form and Agreement of Understanding and Expectations of WFMH Board Membership.

Signature	
Name (Type or Print)	
Date	

2019 -2021 WFMH LEADERSHIP

The following is a list of current officers, regional vice-presidents and directors-at-large comprising the 2019-2021 WFMH Board of Directors.

2019-2021 OFFICERS:

President	Ingrid Daniels	South Africa
Immediate Past President	Alberto Trimboli	Argentina
President Elect	Nasser Loza	Egypt
Treasurer	Henk Parmentier	UK
Corporate Secretary	Tracey Bone	Canada
VP for Programme Development	Michael Burge	Australia
VP for Constituency Development	Michael Kariuki	Kenya

2019–2021 Regional Vice-Presidents:

Africa	Sarah Tushemereirewe	Uganda
Asia Pacific	Shu-Jen Lu	Taiwan
Europe	Roberto Mezzina	Italy
Latin America	Juan Carlos Fantin	Argentina
North America/Caribbean	Andrew Berry	USA
Oceania	Julie Millard	Australia

2019 – 2021 DIRECTORS-AT-LARGE:

Porsche Poh	Singapore
Silvia Raggi	Argentina
L Patt Franciosi	USA
Toluse Francis	Nigeria
Spyros Zorbas	Greece
Sunil Mittal	India
Ana de Sousa Baptista	Portugal
Yoram Cohen	Israel
Anna Gray	USA
Arushi Sethi	India
Andrew Mohanraj	Malaysia

SECRETARY GENERAL /CEO:

Gabriel Ivbijaro	UK
------------------	----

WFMH NOMINATING COMMITTEE 2021

No:	Name	Region	Role
1.	Alberto Trimboli	Latin America	Voting Member & Chair
2.	Deborah Wan	Asia Pacific	Voting Member
3.	Ahmed Gamal Abou El Azayam	Eastern Mediterranean	Voting Member
4.	Felicien Enyime	Africa	Voting Member
5.	Henk Parmentier	Europe	Voting Member
6.	Ellen Mercer	North America & Caribbean	Voting Member
7.	Abd Malik	Oceania	Voting Member
8.	Gabriel Ivbijaro	Europe	Secretary General / Member

Advisers			
1.	Ingrid Daniels	Africa	President
2.	Nasser Loza	Eastern Mediterranean	President-Elect

AFRICA

Angola
Benin
Botswana
Burundi
Cape Verde
Central African Republic
Chad
Congo
Equatorial Guinea
Ethiopia
Gabon
Gambia
Ghana
Guinea
Guinea-Bissau
Ivory Coast
Kenya
Lesotho
Liberia
Madagascar
Malawi
Mauritania
Mauritius
Mozambique
Namibia
Niger
Nigeria
Rwanda
Sao Tome and Principe
Senegal
Seychelles
Sierra Leone
South Africa
Swaziland
Tanzania
Togo
Republic of Cameroon
Republic of Tanzania
Zaire
Zambia
Zimbabwe

ASIA PACIFIC

Bangladesh
Cambodia
China
Hong Kong SAR
India
Indonesia
Japan
Lao Democratic
Malaysia
North Korea
Maldives
Mongolia
Nepal
Philippines
Singapore
South Korea
Sri Lanka
Thailand
Taiwan

Viet Nam

**EASTERN
MEDITERRANEAN**

Afghanistan
Algeria
Bahrain
Cyprus
Democratic Yemen
Djibouti
Egypt
Iran
Iraq
Jordan
Kuwait
Lebanon
Libyan Arab Jamahiriya
Morocco
Oman
Palestinian Territories
Pakistan
Qatar
Saudi Arabia
Somalia
Sudan
Syrian Arab Republic
Tunisia
United Arab Emirates
Yemen

EUROPE

Albania
Armenia
Austria
Azerbaijan
Belarus
Belgium
Bosnia
Bulgaria
Croatia
Czech Republic
Denmark
Estonia
Finland
France
Georgia
Greece
Hungary
Iceland
Ireland
Israel
Italy
Kazakhstan
Kyrgyzstan
Latvia
Lithuania
Luxembourg
Malta
Moldova
Monaco
Netherlands
Norway
Poland

Romania
Russian Federation
San Marino
Slovak Republic
Slovenia
Spain
Sweden
Switzerland
Tajikistan
Turkey
Turkmenistan
Ukraine
United Kingdom
Uzbekistan
Yugoslavia

LATIN AMERICA

Argentina
Belize
Bolivia
Brazil
Cayenne
Chile
Colombia
Costa Rica
Cuba
Dominican Republic
Ecuador
El Salvador
Guatemala
Guyana
Haiti
Honduras
Mexico
Nicaragua
Paraguay
Peru
Puerto Rico
Suriname

**NORTH AMERICA &
ENGLISH CARIBBEAN**

Bahamas
Bermuda
Canada
Cayman Islands
Guam
Jamaica
Leeward Islands
Trinidad & Tobago
United States
Virgin Islands
Windward Islands

Oceania

Australia
New Zealand
Papua New Guinea
Fiji
Samoa
Tonga
Cook Islands
New Caledonia

WORLD FEDERATION FOR MENTAL HEALTH 2021 NOMINATING COMMITTEE SCHEDULE

Date	Activity
13 May 2021	Global call for candidates to submit their applications
13 June 2021	Nominations closed
18 June 2021	Application packs to be shared with Nomination Committee Members
21 June 2021	Applicant screening process initiated including video-conference call interview
5 July 2021	Applicant screening process complete
19 July 2021	Electronic ballot to Electoral College
01 August 2021	Ballot closed
04-06 August 2021	WFMH Nominating Committee Meeting to agree 2021-2023 Slate
09-14 August 2021	Candidates to be informed of outcome
18 August 2021	Current WFMH Board Members informed of result
23 August 2021	Election outcome published on WFMH website
04 November 2021	Virtual Assembly Meeting /AGM & installation of new officers