

Disabled Staff Network (DSN) Group: Process for Election of Co-Chairs

1. Individuals must complete the nomination form, including
 - a. Confirmation of support from a line manager or alternative member of staff at the University
 - b. A summary of no more than 200 words on what skills and experience they would bring to the role and how they would lead the Network forward
2. Closing date for receiving nominations: **Sunday 14 July 2013 at 5pm**
3. The summary from each nominee will be circulated to all DSN members for them to vote (only DSN members eligible to vote).
4. Voting opens **Monday 15 July 2013 at 12 noon**
5. Closing date for voting: **Wednesday 31 July 2013 at 5pm**
6. 2 new Co-Chairs announced: **Thursday 1 August 2013**

Disabled Staff Network (DSN) Group: Process for inauguration of new Co- Chairs

1. New Co- Chairs to be installed at the first DSN meeting after 1 August 2013
 - a. Hand-over from current Chair
 - b. Lead second half of meeting
 - c. Review terms of reference