

Black Minority Ethnic (BME) Staff Network Group: Process for Election of co-Chairs

1. Individuals must complete the nomination form, including
 - a. Confirmation of support from two members of the BME Staff Network Group
 - 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: **10 May 2015**
3. The summary from each nominee will be circulated to all BME Network Group members for them to vote
4. Closing date for voting: **24 May 2015**
5. New co-Chairs announced: **26 May 2015**

Black Minority Ethnic (BME) Staff Network Group: Process for Inauguration of new co-Chairs

1. New co-Chairs to be installed at the BME Network Group meeting on: **1 June 2015**
 - a. Hand-over from current Chair
 - b. Lead second half of next meeting
 - c. Review terms of reference