



European Academy
of Optometry and Optics

19 January 2010

Dear Member

Election of Academy Trustees and Treasurer 2010

In 2010, four Trustee positions are to be re-elected by Academy members in accordance with the Academy's Terms of Office of Trustees during the Transition Period 2009-2012 (see attached schedule):

- **Category 1** *a representative of an educational organisation providing courses in optometry optics or vision sciences, to be nominated by that organisation that is itself a member of the Academy;*
- **Category 3** *an individual who is/has been involved in delivering optometric or optical education*
- **Category 4** *an individual who is/has been a practising Optometrist or Optician*
- **Treasurer**

The Academy is now inviting nominations from Academy members for these four Trustee positions. Please find enclosed a Nomination Form together with Procedures for selection of Nominees and election of Trustees. Nominees must be members of the European Academy or become members before the AGM on 15 May 2010. Nominees and nominators must both sign the Nomination Form. All nominators must members of the Academy at the time of nomination.

Nominees are also required to submit a brief curriculum vitae, a current black and white photograph and an election statement of not more than 500 words explaining how the nominee meets the requirements of the role of Trustee as set out in the Trustee Job Description (enclosed). Nominations for the post of Treasurer should include an additional 250 words explaining how the nominee would fulfill the role of Treasurer as set out in the Treasurer Job Description (enclosed). All documentation is to be in written in English.

All nominations must be received by the Academy Manager by **Friday 19 March 2010**. Ballot papers will be sent to all Academy members during the week commencing Monday 29 March. The results of the ballot will be announced at the Annual General Meeting (AGM) to be held on 15 May 2010.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Bryony Pawinska', written in a cursive style.

Bryony Pawinska
Company Secretary

ENCLOSED:

Nomination Form
Procedures for selection of Trustees

Job Description for Academy Trustees
Job Description for Academy Treasurer

NOTE: a fifth Trustee position (Category 2, a representative of ECOO), will be appointed by the European Council of Optometry and Optics (EAOO) in accordance with such procedure as ECOO may determine. This appointment will also be announced at the Academy's AGM.