

Muslim Community Association of Prince Edward Island Election Committee

Nomination Form

Muslim Community Association of Prince Edward Island (MCA-PEI) Board of Directors Election – Nomination Form

Board Positions Open for Election

President

Provides leadership to the Association, chairs meetings of the Board and Executive Committee, ensures implementation of policies and programs, and represents the Association in the community.

Vice President

Supports the President and assumes responsibilities in the President's absence. Assists with coordination of board activities and initiatives.

Secretary

Maintains official records of the Association, prepares and records meeting minutes, manages correspondence, and maintains membership records.

Treasurer

Responsible for financial management including maintaining financial records, overseeing accounts, collecting membership dues, issuing receipts, and presenting financial reports.

Women's Representative

Represents women in the community, chairs the Women's Committee, and supports programs and activities that encourage women's participation.

Female Youth Representative (Age 16–29)

Represents female youth in the community and supports youth engagement initiatives and programs.

Male Youth Representative (Age 16–29)

Represents male youth in the community and promotes youth involvement in community activities.

Member of Board of Trustees

The Board of Trustees provides independent oversight to ensure the Association operates in accordance with its constitution, mission, and values. Trustees are responsible for safeguarding the organization's assets, ensuring financial accountability, and supporting strong governance practices.

Candidate Information:

Full Name: _____

Address: _____

Phone Number: _____

Email Address: _____

Position Nominated For:

- President
- Vice President
- Secretary
- Treasurer
- Women’s Representative
- Female Youth Representative (Age 16–29)
- Male Youth Representative (Age 16–29)
- Member of board of trustees

Eligibility Confirmation

By signing below, I confirm that:

- I am a member in good standing of MCA-PEI
- I have paid my membership dues at least 30 days prior to the election
- I have lived in Prince Edward Island for at least 12 months
- I agree to follow the Constitution and By-Laws of MCA-PEI
- I am willing to serve if elected

Candidate Signature: _____

Date: _____

Candidate Statement on how you will serve the community (Max 150 words)

Nominator Information (if any)

Name of Nominator: _____

Signature: _____

Date: _____

3. Election Timeline (Recommended)

This structure follows **standard non-profit governance practices**.

Week 1 – Election Announcement

- Announcement sent to all members
- Nomination forms distributed

Week 2–3 – Nomination Period

- Members submit nomination forms
- Election committee verifies eligibility

Week 4 – Candidate Announcement

- Final candidate list published
- Candidate statements shared with members

Week 5 – Annual General Meeting

- Candidate introductions
- Voting conducted
- Votes counted by Election Committee

Immediately After Voting

- Results announced
- Newly elected Board introduced

Within 1–2 Weeks

- First Board meeting
- Transition and orientation of new directors

Nomination Deadline: April 25th, 2026

Submit nominations to:

Email: election@muslimpei.com