***Instructions***

Any Upsilon Nu financial member can nominate himself or another financial member and all nominations must be made in writing to the election chairperson.

**This form must be received by Email or USPS by May 22, 2023, at the address below**. Receipt will be acknowledged by email. If you have any questions please contact the election chairperson.

**Nominations Chair**

Bro. Robert M. Lester

6312 Walnut Bend Drive

Midlothian, VA 23112

Email: robertmlester@comcast.net

***NOMINATION FORM***

***FOR ELECTION OF***

 ***UPSILON NU OFFICERS***

***(Term of office November 2023—October 2024)***

*This Nomination Form is intended to facilitate the presentation of candidates’ to the Nominating Committee. The chair of the Nominations Committee is at the disposal for any technical questions or advice for completing this form.*

***DECLARATION OF CANDIDACY:***

I, the undersigned, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

Member of the Upsilon Nu Chapter of Omega Psi Phi Fraternity, Inc. herby submit my candidature for the election of members to the office of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

I am fully aware of the tasks assigned to this office.

If elected, I am committed to serve, in my personal non-partisan capacity, with the sole interest of the office of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, respecting the Cardinal principles, and to fulfill the goals of this office in its entirety.

**Chapter Officers and Their Duties**

**Basileus -** The Basileus shall be the Chief Executive of the Chapter and shall preside at all meetings. It shall be the duty of the Basileus to:

(a) Order disbursements of funds as the Chapter may provide;

(b) Submit quarterly, through the Keeper of Records and Seal, to the District Representative, a report of the Chapter, and,

(c) Enforce the Fraternity’s non-hazing policy.

**Vice Basileus -** The Vice Basileus shall be the assistant to the Basileus. He shall preside over meetings of the Chapter in absence of the Basileus. He shall exercise coordinating supervision over the activities of all standing committees, shall see that these committees are functioning, and perform such other duties as provided by the Chapter Bylaws.

**Keeper of Records and Seal -** It shall be the duty of the Keeper of Records and Seal to:

(a) Keep a strict record of the official proceedings of the Chapter and the Chapter Charter;

(b) Carry on the correspondence of the Chapter;

(c) Receive all funds of the Chapter, keep a record of same, and deliver said funds to the Keeper of Finance immediately on their collection;

(d) Sign and record all written orders from the Basileus for disbursement of Chapter funds to forward same to the Keeper of Finance;

(e) Use a standard form to collect the personal history of each member of his Chapter and furnish the Grand Keeper of Records and Seal with a duplicate copy of such history, with additions and changes;

(f) Furnish the Grand Keeper of Records and Seal and the District Keeper of Records and Seal such data concerning the Chapter as the Grand Keeper of Records and Seal might consider necessary to keep the history of the Fraternity complete;

(g) Upon the death of any member of the Fraternity, it shall be the duty of the Keeper of Records and Seal to officially inform the Grand Keeper of Records and Seal and the District Keeper of Records and Seal of such death and to forward to him a biography of the deceased member;

(h) Carry on such publicity as the Chapter might direct, provided that such publicity shall be local in its nature; and,

(i) Countersign all membership cards.

**Keeper of Finance -** It shall be the duty of the Keeper of Finance to:

(a) Receive from the Keeper of Records and Seal and account for all funds payable to the Chapter;

(b) Disburse funds of the Chapter only upon written order of the Basileus, countersigned by the Keeper of Records and Seal; and,

(c) Keep a business-like record of all funds received and disbursed, and to submit such record together with all original orders for and receipts for disbursements at such time as the Chapter may direct.

**Chaplain -** It shall be the duty of the Chaplain to be the spiritual advisor and to conduct the religious services of the Chapter.

**Keeper of Peace -** It shall be the duty of the Keeper of Peace to maintain order in all meetings of the Chapter.

**Assistant KRS & Chapter Reporter -** It shall be the duty of the Keeper of Records and Seal & Chapter Reporter to:

(a) Assist the chapter KRS with assigned duties;

(b) Submit all articles from this Chapter to the District Director of Public Relations for publication in the District Newsletter and The Oracle;

(c) Submit to editors of local newspapers all Chapter news for publication; and,

(d) Carry on such publicity as the Chapter might direct, provided such publicity shall be local in its nature.

**Assistant Keeper of Finance -** It shall be the duty of the Keeper of Finance to:

1. Assist the Chapter Keeper of Finance with his assigned duties.
2. To serve the chapter in the absence of the chapter Keeper of Finance.

BROTHER’S NAME (title):

PRESENT FUNCTIONS IN UPSILON NU

PRESENT FUCNTIONS OUTSIDE OF UPSILON NU:

WHY DO I ASPIRE TO BE AN OFFICER IN UPSILON NU?

WHAT DO I HOPE TO ACHIEVE AS AN OFFICER OF UPSILON NU?

EXPERIENCE WITHIN UPSILON NU. (Start with most recent)

DATES:

(dd,mm,yy)

EXPERIENCE OUTSIDE OF UPSILON NU. (Start with most recent)

DATES:

(dd,mm,yy)

PROFESSIONAL EXPERIENCE. (Start with most recent)

DATES:

(dd,mm,yy)

OTHER ACHEIVEMENTS. *(Particularly in social and humanitarian fields)*

(Start with most recent)

DATES:

(dd,mm,yy)

FORMAL EDUCATION. (Academic, professional or social diploma(s) and distinctions)

(Start with the most recent)

DATES:

(dd,mm,yy)

I confirm the accuracy of the information provided above:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Signature)