

SOUTH AFRICAN HANG GLIDING AND PARAGLIDING ASSOCIATION

Incorporating Powered Paragliding & Hang Gliding

Non-Profit Organisation – Empowering the Free Flight Community of South Africa

Company Registration Number: 2005/028858/08

P O Box 191, Celtis Ridge, 0130

Tel: 074-152-2505 Fax: 086-611-1005 E-mail: office@sahpa.co.za Website: www.sahpa.co.za



1 July 2020

VALID FULL SAHPA MEMBERS ONLY

Dear SAHPA Member,

Once again it is time to look at who will represent you on the SAHPA Committee. Nominations for the 2020/2021 SAHPA Committee members are due. The job descriptions are:

EXECUTIVE COMMITTEE (EXCO)

The executive committee will be charged with the running of the business of SAHPA, the determining of long-term visions and objectives and the monitoring of those objectives.

1) Chairman – Board of Directors/ accountable Manager (EXCO)

This entails the overseeing of all aspects of our organization. The chairman is responsible for the day-to-day running of SAHPA and dealing with ad hoc issues as they emerge, as well as a coordinating function between the various other officials. Another important function is keeping the committee on track with its stated objectives and goals and the development of a larger vision and strategy to deal with increasing threats from various outside agencies. Candidates must have applicable management expertise and/or experience.

2) Vice Chairman – Board of Directors (EXCO)

This person is the previous year's chairman if outvoted or retains chair if voted and next best vote gets vice.

3) Treasurer- Board of Directors (EXCO)

This person is responsible for maintaining control of all aspects of the financial running of SAHPA and liaising with the secretary, accountants and authorities in this regard. Candidates must have an accounting background and at least some practical accounting experience.

4) Access Manager

This person is responsible for all legal aviation laws and procedures. In addition, they will be responsible for liaising with SACAA and other government bodies. Candidates must have a legal background or at least some practical aviation law experience.

5) Comp & Events Manager

To manage and drive competitions and events across sahp. Create and manage sub committees for the 3 main sahp disciplines

6) Marketing Manager

This person is responsible for all aspects of communication and marketing of the sport to members and potential members, planning and execution of media campaigns, finding of sponsorships, event and promotions. A strong marketing background is a requirement.

TECHNICAL COMMITTEE

The technical committee will oversee the standards of training and licensing procedures as well as disciplinary procedures relating to the above. The technical committee will consist of one representative (formerly the NSO) for each section - being HG, PG and Powered - as well as the SAHPA Representative. Each Representative will appoint regional representatives at his/her discretion and in consultation with his/her members to assist in the day to day operations of the section. Each section Representative needs to be an experienced pilot with a solid standing in the community and must hold more than an entry-level license in his/her discipline.

Sections:

Paragliding, Hang Gliding (Includes PHG), powered (Includes all powered versions of the above PPG, PPC and PPT)

NOMINATION RULES

- 1. Please note nominees must hold a current license for the appropriate section -e.g. you may only nominate someone for powered chairperson if you hold a PPG, PPC, PPT or PHG licence. The nomination form must be completed and signed by the nominee.**
- 2. Only paid-up, affiliated full members in good standing may be nominated.**
- 3. Nominations must reach the Secretary no later than 23 July 2020 via email, fax or post. The SAHPA secretary will personally contact the nominees for verification. Postal nominations: SAHPA cannot be held responsible should post not reach our post box by the due time due to Post office delays. A Motivation letter is to accompany the nomination form (one paragraph on who you are and one paragraph on why you think you should be elected to the committee in that particular role and one paragraph on your qualifications/experience for the post).**
- 4. Members may only nominate themselves for one position.**
- 5. All nominations must meet the criteria for that position. (see positions above)**
- 6. If no acceptable nominations are received for a certain position, the deadline for nominations may be extended until a nomination for that position is received.**
- 7. If only one acceptable nomination is received for a position, that person will be elected to that position automatically.**
- 8. Election process and deadlines will be as follows:**
 - Nomination forms and manifesto deadline 23 July 2020
 - Ballots will be mailed by 1 August 2020
 - Ballot deadline via online, post or email will be no later than 26 August 2020 (Ballot forms may be returned to SAHPA via post, email, fax or in person).
- 9. AGM will be held on 28 August 2020 in Cape Town (venue TBA)**
- 10. The new committee (with a hand over period from old committee) will take over after the AGM has been held.**

Members of the Committee fill important positions, and the respectability of the sport is in their hands. This is the opportunity to get the person(s) of your choice on the Committee. **Please bear in mind that the nominee must be willing to devote time and energy to the task, as a considerable amount of personal time will be spent on SAHPA affairs. Some personal expense may also be incurred in the fulfilling of a particular post.**

**ALL NOMINATIONS AND MOTIVATION LETTERS TO REACH THE SAHPA OFFICE
BY NO LATER THAN 23 July 2020**

2020/2021 SAHPA COMMITTEE NOMINATION FORM

I, Member No: ID No:

Residing at

Am a bona fide paid-up, affiliated full member in good standing of the South African Hang Gliding and Paragliding Association and hereby declare that I have read and understand the requirements of the position I am standing for. I have read and understand the Annexure regarding the duties and liabilities of a director as well as the Association's TPM and MOP and I am of the opinion that I will be able to carry out this task. I comply with the Section 21 companies Act 1973, Articles of Association Section 60 (1). 13

Select **one** position and *please note the applicable requirements*

<input type="checkbox"/>	Chairman / Accountable Manager (EXCO)	Some management experience. Must have served on the SAHPA committee in recent times.
<input type="checkbox"/>	Vice Chairman (EXCO)	This person is the previous year's chairman if outvoted or retains chair if voted and next best vote gets vice.
<input type="checkbox"/>	Treasurer (EXCO)	Must have accounting experience. An applicable qualification is desirable.
<input type="checkbox"/>	Access Manager	Needs a good understanding of aviation laws and procedures. A legal qualification would be excellent. Must live or be able to attend meetings regularly in Gauteng.
<input type="checkbox"/>	Marketing manager	Strong background in marketing, qualifications a bonus.
<input type="checkbox"/>	Comp & Events Manager	Must have some practical experience in events management
<input type="checkbox"/>	Paragliding Representative	Must be a senior pilot in this discipline
<input type="checkbox"/>	Hang Gliding Representative	Must be a senior pilot in this discipline
<input type="checkbox"/>	Powered Representative	Must be a senior pilot in this discipline

I hereby declare the following motivation to be true.

1. Who am I (a brief background and interests description):
2. Why I think I should be elected to the committee in that particular role (what you want to achieve):
3. My qualifications/experience for the role are:

Nominee Signature: Place: Date:

Second Signature:.....OR Second may email an approval letter if not available for signature

Post, Fax, Email or deliver to:

Email: office@sahpa.co.za, Fax No: ++ 27 (0) 86-611-1005

Postal Address: P O Box 191, Celtis Ridge, 0130 or Deliver by hand to the SAHPA office.

All nominations to reach the SAHPA office by no later than 23 July 2020