



SUBUD INTERNATIONAL CULTURAL ASSOCIATION  
*Nurturing Human Values Through Art, Culture, and Creativity*

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**SICA CHAIRPERSON  
NOMINATION PROCEDURE - 2014**

The Chairperson of SICA is selected at World Congress, through testing before, and a vote by the delegates of World Congress, following a process of ratification by SICA members. The term of office is from one World Congress to the next. (August 2014 – Congress 2018)

Since 1998, the SICA Board of Directors has been responsible for selecting the slate of candidates for SICA Chair prior to World Congress. Any member active with SICA or a SICA project can nominate a candidate for Chair by submitting a letter of nomination to the Secretary of the SICA Board of Directors no later two weeks prior to World Congress. Such a letter should include a note from the candidate indicating his/her willingness to stand for the position as well as a CV and information about his/her skills and experience.

Rosario Moir is Secretary of the SICA Board of Directors. Contact info: [rosario@subud-sica.org](mailto:rosario@subud-sica.org)

At World Congress, nominees present themselves at a SICA members' meeting and explain their interest in serving as SICA chair, their vision for the organization, what they can bring to the position, leadership style etc.

Following presentations of CVs and background from each of the nominees at the SICA member meeting, the voting members (SICA National Organizations and SICA Board of Directors) approve candidates who are recognized as suitable to put forward for testing with the IHS before WSA World Congress delegates.

SICA requests that international helpers respect this process and not test with individuals who want to serve as SICA chair who have not gone through this process of presenting themselves to the members of SICA.

SICA voting members formally elect the SICA Chairperson at the SICA Annual General Meeting after the testing has taken place.

**CALL FOR NOMINATIONS**

The Chairperson of SICA is the President and Chief Officer of SICA, and a member of the World Subud Council. According to the SICA Bylaws, *"The President serves as the Chief Executive Officer of the Corporation, and as such has general oversight and responsibilities for the Corporation, a US not for profit charitable organization. He/she is also the chief spokesperson for SICA's mission, vision, and values.*

His/her duties include but are not limited to the following:

- a. Leadership, team-building, fund-raising and development, long-range planning, programmatic administration, community relations, external relations and general administrative supervision of the organization.
- b. Planning events, writing proposals, negotiating contracts, creating presentations and reports.
- c. Building partner relationships and initiatives with national SICA organizations

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- d. Reporting annually on behalf of the Corporation to the World Subud Council (WSC) on the Corporation activities and finances for the most recently completed fiscal year.
- e. Ensuring that SICA has a vibrant and engaging SICA presence at Subud World Congresses.
- f. Nourishing membership growth and participation
- g. Oversee communication and public relations initiatives and programs such as SICA websites, E-News, and Digital Media presence of the organization.

**ESSENTIAL CRITERIA**

Nominees for SICA Board must:

- Have real-world professional level experience, skills, and competencies to take on the duties listed above.
- Be an active (4 years or more) member of a recognized Subud organization
- Have the willingness, time, energy, and commitment to take on the job
- Have good access to internet and telephone usage on a daily basis;
- Be able to carry out Board work in English;
- Like people
- Have a sense of humor

**ADDITIONAL CRITERIA**

It would be preferable for nominees to also:

- Have experience in a local or national SICA organization or project, or other culture-related activity, project or career;
- Have Subud committee and/or helper experience
- Enjoy other countries, other kinds of people, other cultures
- Be knowledgeable about the field in order to help grow SICA participation in professional development opportunities and cutting edge work in arts and culture

**NOMINATION PROCESS**

Nominations for Board Members should be forwarded to our SICA secretary, Rosario Moir, no later than July 20, 2014 at [rosario@subud-sica.org](mailto:rosario@subud-sica.org) with:

1. A letter of recommendation stating why the nominee is a good candidate for the Board.
2. A current Resume (CV) of the nominee, which shows relevant work and volunteer experience.
3. A brief confirmation from the person being nominated, agreeing to be nominated for election.

Thank you.