

# Foresters Financial Branch Nominations Frequently Asked Questions

**Foresters**   
Financial

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## What qualities and qualifications should a potential candidate possess?

Potential candidates should possess the following qualities:

- Enthusiasm and commitment to serve on their Branch Council
- Effective leadership skills
- Team player and Foresters representative for all members
- Effective communication skills
- Demonstrated commitment to other volunteer organisations

## How do I find out if I am eligible to be a Branch Councillor?

Email [Elections@foresters.com](mailto:Elections@foresters.com) and provide your full name, phone number, Plan number and address. A Foresters representative will contact you with further details. A response should be with you within 24-48 hours.

## What are the eligibility criteria for being a Branch Councillor?

In general, to be eligible, a nominee must meet the following conditions:

- Be a Voting Member, as defined by Foresters Constitution
- Hold an active Plan with Foresters
- Be 16 years of age or older
- Must not be a current employee, or spouse or family member of a current employee of Foresters or one of its subsidiaries
- Must not be a Foresters member who is working for or has worked for a competitor of Foresters including in its insurance or annuities sales within the last two years
- Pass background check requirements for criminal activity and bankruptcy and will not pose a threat to Foresters or its members
- Disclose any potential direct or indirect conflicts of interest, as per Foresters Volunteer Code of Ethics, which may impede a member in the role of a Branch Councillor

If you have any questions regarding your eligibility you can email [Elections@foresters.com](mailto:Elections@foresters.com)

## What are the time commitments for being a Branch Councillor?

Each Branch Councillor is required to participate in 12 meetings per year; 10 virtual meetings lasting approximately one hour, and usually two face-to-face, once in June at the Leadership Development Conference and once in November at the Councillor Orientation Meeting.

Availability of five-eight hours on average per month. May be less, dependent on the number of extra tasks taken on.

## **Do I need to host or attend events if I become a Branch Councillor?**

No, Branch Councillors have oversight of the Branch and are not required to host or attend events.

## **How do I submit a nomination for myself?**

To submit a nomination, follow the steps below:

- 1) Sign into [Foresterselections.com](https://foresterselections.com) using your credentials
- 2) Click on "nominate yourself"
- 3) Complete the nomination application
- 4) Click "submit"

You will receive a confirmation email stating that your nomination has been submitted.

## **If I don't know my Plan number, how can I get it?**

Please contact our Service Centre at 0333 600 0333 to obtain your Plan number. You will be required to provide some basic information, such as your full name, date of birth address and phone number.

## **How do I know that my nomination application has been accepted by the system?**

When you click on "Submit", this will generate an automatic system confirmation.

You will also receive an email confirmation within 24 hours, if you do not receive this email please email [Elections@foresters.com](mailto:Elections@foresters.com).

## **When can I submit a nomination?**

Nominations will be accepted between early 6 May 2021 – 15 June 2021 at 9:00 pm UK

## **My Personal Information on the nomination application is incorrect, how can I have this updated?**

If you would like to update your details, please contact the Service Centre at;

- 0333 600 0333 or email [Service@foresters.co.uk](mailto:Service@foresters.co.uk)

## Why are you asking for a term length?

When submitting a nomination, members have the ability to select if they prefer to run for a one-year term or a one or two-year term. This allows members to select the commitment level that best suits their needs.

## How will members know who I am?

Through the biography you submit, you will have the opportunity tell the story of who you are and the value you can bring to the organisation. Through this process, you can paint the picture of who you are to the Branch Nominating Committee and voting members. This makes it very important to put thought and detail into your application.

## How do I upload my picture when filling out the nomination form online?

Whilst uploading a recent photograph is not mandatory at the nomination stage, we would require one in the event that you are successful in the election. However, if you wish to submit a photo at this stage, you are welcome to do so. On the Photo page of the nomination application form, simply click on the "Upload Photo" button and select the recent photo from your computer you wish to use. If you experience any issues, please email [Elections@foresters.com](mailto:Elections@foresters.com).

## Can I switch my photo after I have completed my application?

If you have not yet submitted your application yes, you can upload a new picture. If you would like to update your photo after you have submitted your application, please send an email to [Elections@foresters.com](mailto:Elections@foresters.com) before the close of nominations with your new photo attached and you will be assisted. Although as above, it is not a requirement that you submit a photograph at this stage in the process.

## Can I make changes to my nomination application?

While you are in the process of completing the application, you can save the record and return at a later time. Once you have submitted the nomination you would need to notify Foresters Member Governance staff at

[Elections@foresters.com](mailto:Elections@foresters.com) to have any changes made. Changes can only be made until the close of nominations.

## Is it possible to withdraw my nomination?

You can withdraw any time before the close of nominations. Should you need to withdraw after this time, Foresters will communicate your decision to the Branch. Unless timing makes it impossible, your name will be withdrawn from the list of eligible candidates.

## What are the next steps after I submit my nomination?

The Foresters team reviews all nominations for eligibility, as set out in Foresters Constitution. If the criteria is met, the nomination is then forwarded to the Branch Nominating Committee. This Committee will be responsible for reviewing applications after the nomination period has closed.

All members who submit a nomination will receive an email after the Nominating Committee review informing them of the status of the application.

## **I have submitted a Nomination in the past, can I access my nomination from a previous year's application?**

The information you provide in your nomination is the most important piece of information provided during the Foresters Branch Council election process. Please make sure you take your time to fully complete your application and also ensure that you give good examples and are able to demonstrate why you would make a great Branch Councillor. The details and responses provided within the biography are the only information the Branch Nominating Committee will have to evaluate your application so it is advised that you use fresh responses to these questions if you are a returning Councillor.

Foresters staff will not be able to provide previous years' responses however, there are many resources available on the Nominations site that will be able to assist you including a worksheet that will allow you to write your responses on a document to save for future use.