

# 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

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21 June 2021

## 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 2021/22 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 Director**

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 Director**

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 Director**

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) Comp & Events Manager**

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

#### **5) 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 NL&SO) 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, 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 16 August by 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 manifesto must 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 16 August 2021
  - Ballots will be mailed by 13 September 2021
  - Ballot deadline via online, post or email will be no later than Monday, 25 October 2021 (Ballot forms may be returned to SAHPA via post, email, fax or in person).
- 9. AGM will be held, via zoom, on 27 October 2021 at 18:30**
- 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 16 AUGUST 2021**

# **2021/2 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, 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"/>	<b>Chairman / Accountable Manager</b>	Some management experience. Must have served on the SAHPA committee in recent times.
<input type="checkbox"/>	<b>Vice Chairman</b>	This person is the previous year's chairman if outvoted or retains chair if voted and next best vote gets vice.
<input type="checkbox"/>	<b>Treasurer</b>	Must have accounting experience. An applicable qualification is desirable.
<input type="checkbox"/>	<b>Aviation Safety Manager (NSO)</b>	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"/>	<b>Marketing manager</b>	Strong background in marketing, qualifications a bonus.
<input type="checkbox"/>	<b>Sectional CFI - Paragliding</b>	Must be a senior pilot in this discipline
<input type="checkbox"/>	<b>Sectional CFI - Hang Gliding</b>	Must be a senior pilot in this discipline
<input type="checkbox"/>	<b>Sectional CFI - Powered</b>	Must be a senior pilot in this discipline

I hereby declare the following motivation to be true.

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

Nominee Signature: ..... Place: ..... Date: .....

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

**Post, Fax, Email or deliver to:**

Email: [office@sahpa.co.za](mailto: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 16 August 2021***