



Director Elections 2025-26

Election Process

What is the election process?

This election will be conducted by IPSE staff members under the direction of the Nominations Committee (NomCo) of the Board.

There are three main stages in the election process:

- Nomination stage – your application
- Evaluation stage – the assessment of all applications by the NomCo
- Ballot stage – voting on shortlisted candidates opens to all IPSE members

Nomination stage

Who is eligible for nomination?

Any IPSE member may nominate themselves for election to the Board, provided they hold an annual IPSE membership of any type on the date of their application.

Candidates must remain members throughout the election process, and those who are successfully elected to the Board must remain members throughout their service period.

Nominations open at 12.00pm, 20th October 2025. Nominations must be made by email to election@ipse.co.uk.

Nominations close at 5:00pm, Monday 10th November 2025. All times are GMT. Nominations made after the deadline, or by means other than that specified above, will not be accepted.

What do I include in my nomination?

To nominate yourself, please provide the following:

- An up-to-date CV
- A statement explaining your motivations for joining the board and how you meet the relevant criteria in the role profile and skills matrix

Each document should be no longer than two pages (A4).

What happens to my nomination?

The NomCo will evaluate all nominations to identify which candidates, in its view, most effectively demonstrate that they meet, or can show the potential to meet, the relevant criteria.

The evaluation will take place in two phases:

- 1) All applications received by the closing date are reviewed in confidence by NomCo. A first shortlist of candidates that most closely match the desired criteria.
- 2) The first shortlist of candidates will be invited to attend an online panel interview to discuss their motivation, skills, experience, knowledge and suitability for the role. This is also an opportunity for candidates to ask questions and to gain a better understanding of IPSE.

The panel will be comprised of IPSE members and members of NomCo. Interviews are scheduled to take place during **the week of 24th November 2025** and will take between 30-45 minutes.

The NomCo will meet with the Board to present its recommended shortlist of candidates for the ballot stage by 3rd December 2025. **All applicants will be informed whether they will be progressing to the ballot stage by 5th December 2025.** Interviewees who do not progress to the ballot stage will receive feedback and are not prevented from nominating themselves for future elections.

What happens if I am shortlisted for Ballot?

Candidates shortlisted for the Ballot stage will be asked to provide further information, which will be used to create their candidate profile on the Ballot platform. This will include an election statement and a headshot photo, which members will be able to view. **This must be provided by to us by 12.00pm, 11th December 2025.** Detailed instructions will be provided to candidates alongside notice of progression to the Ballot stage.

Furthermore, a background check will also be undertaken for candidates selected for the Ballot stage. This may require you to respond to a request for information by the background checking service provider. **We encourage candidates to engage with this process as early as possible.**

Ballot candidates will also be offered a confidential company briefing with IPSE's Managing Director.

The Ballot stage: 8th to 15th January 2026

Voting opens at 12pm, Thursday 8th January 2026. Candidate profiles will also be published on the ballot platform at this time. Candidates will be encouraged engage with IPSE members and campaign for votes during the Ballot stage – guidance on how candidates may wish to do this will be provided before voting opens.

Voting closes at 12pm, Thursday 15th January 2026.

By 20th January 2026, candidates will be informed of the outcome of their candidacy.

The elected Directors will be announced at the **Annual General Meeting**, which is scheduled to take place on 26th February 2026.

Rules of the election

This is an election for two Directors. The posts will be filled by the candidates securing the largest number of votes. In the event of a tie, the Chair of the Board will have a casting vote.

The Board draws to your attention that:

- Any IPSE member who nominates themselves for election is bound by the General Terms and Conditions of their membership, including IPSE's Code of Conduct
- It is expected that all those participating in the election process in whatever capacity will endeavour to do so professionally, courteously and responsibly
- Any conduct during the election process by any candidate or other IPSE member which, in the view of the Board, has the effect or potential effect of bringing the organisation into disrepute will disqualify the candidate from the ballot and may render that individual liable to disciplinary action which could result in their membership being terminated

Key dates

20 th October 2025	Nomination stage opens
10 th November 2025	Nomination stage closes
24 th November 2025	Evaluation stage – Interviews for selected candidates commence
28 th November 2025	Evaluation stage – Interviews for selected candidates conclude
3 rd December 2025	Candidates are chosen for the Ballot stage
11 th December 2025	Chosen candidates provide election materials
8 th January 2026	Ballot stage – voting opens for all members
15 th January 2026	Ballot stage – voting closes for all members
20 th January 2026	Results provided to candidates (latest)
26 th February 2026	Annual General Meeting – winners announced