

March 28th, 2024

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The Education and Training Boards Act 2013 provides for the appointment of two staff members (one male and one female) to an Education and Training Board (ETB) as a result of election by eligible members of staff of the ETB.

In this regard, City of Dublin ETB will be seeking to elect one Male Representative and one Female Representative for the next term of the board, which will be operational in 2024 following the local elections.

Please note details of this election and relevant correspondence are available [here](#).

Provisional Electoral Roll

A provisional electoral roll comprising of eligible staff member electors will be available to view in City of Dublin ETB Head Office and in the base location in which you work from **Monday April 8th, 2024**.

Staff employed by City of Dublin ETB on Monday 4th March 2024 are eligible to vote.

The electoral roll should be reviewed by all eligible staff to ensure that their details are listed correctly.

Any changes must be notified to City of Dublin Head Office, no later than **5pm, Wednesday April 10th, 2024**, by completing and returning the Schedule 1 form “Application Form for Inclusion on Staff Electoral Roll”. This form is available [here](#).

A final register of electors will be available to view from **Friday April 12th, 2024**, in Head Office and in the school/ centre in which you work.

Nominations Process

Nominations for one Male Staff Representative and one Female Staff Representative are now being sought. Candidates should submit their application by means of a Nomination Paper. Staff members should download the following forms: [Schedule 2](#) and [Schedule 3](#).

Official nomination [Schedule 2](#) forms must be signed by five (5) eligible electors (i.e. electors included on the Register of Electors) each of whom, may only sign one nomination form.

Candidates must sign a [Schedule 3](#) declaration form agreeing to nomination.

The latest date for receipt of Nominations is **1pm Thursday April 25th, 2024**.

The ruling on nominations will take place from **2pm to 5pm, on Thursday April 25th, 2024**. Candidates may withdraw up to **12 noon on Friday April 26th, 2024**.

The list of candidates will be made available on www.cityofdublINETB.ie and in the school/ centre in which you work from the **afternoon of Friday April 26th, 2024**, accompanied by a Notice of Poll, should an election be required.

Ballot

Should an election be required, election documentation (ballot papers) will be issued, with **Friday May 10th, 2024**, being the last date to issue.

Please note this election will be a **postal vote**.

The latest date for receipt of completed ballot papers will be **5pm Thursday May 30th, 2024**.

The counting of votes will take place at **9am Friday May 31st, 2024**.

Is mise le meas,

Christy Duffy

Dr Christy Duffy
Chief Executive