



## Nomination Form Student Representative for Laubach Literacy Ontario

Student's Name:		
Address:		
City:	Province:	Postal Code:
Home Phone:	Other Phone:	E-mail:
Student's Council/Member Agency:		

Name of Nominator:

Member Agency:

By nominating this student for provincial student representative, I agree to provide support when needed.

### Student Background Information:

1. How long have you been/were you involved with your Literacy Agency?

As a student?

Other (please specify)

2. Have you ever been on a Board or committee?

Yes  No

If Yes, what Board or committee and for how long?

3. What experience have you had:

a) public speaking?

b) leading a group or meeting?

4. What are your interests, hobbies, or strengths?

5. Why do you want to be the provincial student representative?

a. What do you hope to get out of this experience?

b. How do you think you might help other students in Ontario?

6. Do you have good basic reading and writing skills?

Yes  No

Will you need help in reading or writing?

Yes  No

If yes, who will help you?

7. Do you have use of a computer?

Are you able to use Email?

Yes  No

Are you able to use the Internet?

Yes  No

8. Are you able to travel within Ontario on your own? Yes  No

If No, what support would you need?

(Please note that LLO pays travel expenses, and approved out-of-pocket expenses)

### Qualifications

According to section 5.2 of LLO's bylaws, the following persons are disqualified from becoming, or remaining as, a Director:

- (a) anyone who is not an individual (i.e. a human being);
- (b) anyone who is under eighteen (18) years of age;
- (c) anyone who has been found under the Substitute Decisions Act, 1992 or under the Mental Health Act to be incapable of managing property;
- (d) anyone who has been found to be incapable by any court in Canada or elsewhere;
- (e) anyone who has the status of bankrupt; and
- (f) anyone who is an ineligible individual under the Income Tax Act (Canada).

By submitting this application, you are indicating that you are qualified to be a director of Laubach Literacy Ontario.

***Name Nominated Student***

***Date***

### Privacy Act Disclaimer

We protect your personal information and adhere to all legislative requirements with respect to privacy. All personal information will be kept in the strictest confidence. No information provided here will be used for any other purpose than the election of Directors at the Annual General Meeting.

**Completed form must be received by the Chair of the Nominations Committee no later than May 22, 2026 Email to: [literacy@laubach-on.ca](mailto:literacy@laubach-on.ca)**

## **Job Description for Student Representative**

### **Who can become the Provincial Student Rep?**

- Any current or past student of a member agency who possesses the needed skills and is willing and able to take on the responsibilities of the Student Representative.

### **How is the Provincial Student Rep chosen?**

- This person is elected to a two-year term by a vote of other students. The student rep can serve a maximum of 3 terms in this position if elected each year.

### **What is the job of the Student Representative?**

- To provide leadership and support to literacy students at the LLO Annual Student meeting (if held), Chair the Student Committee, and serve as a director on the LLO Board of Directors.

### **What are the specific responsibilities of the Student Rep?**

- Plan and lead the activities of the Student Committee in:
  - Plans and lead the LLO Annual Student Meeting (if held)
  - Review the Student Representative nomination application forms
- Prepare articles for LLO's newsletter as required
- Leads workshops and training seminars as required
- Participates in activities that promote adult literacy
- Support student groups from other member agencies upon request

### **How much time is needed to do this job?**

- 5-10 hours per month (may change depending on the month of the year)
- Time to travel and to take part in the meetings of the LLO Board of Directors, including the Annual General Meeting
- Time and ability to attend functions and represent LLO when requested

### **What skills are needed by the Provincial Student Representative?**

- good at supporting and motivating others
- able to work well with people in group settings
- very good speaking skills: one-on-one, with groups, by phone
- good basic reading and writing skills
- familiar with how to use email and the Internet
- able to plan and chair meetings

### **What training/support is provided to the Provincial Student Representative?**

- general orientation to the LLO Board of Directors
- one-on-one orientation by the past student representative and/or someone with experience on the Student Committee
- designated board support person