**Dear Mumbai Chapter Members!**

 **Inviting Applications for Nomination to 2 Positions of PMI Mumbai Chapter Managing Committee (for the year April 2023 - Mar 2024)**

**Notice is hereby issued by the PMI Mumbai Chapter inviting application for 2 vacant positions of Chapter Managing Committee for the year Apr 2023 to Mar 2024.**

·    A total of 2 positions are still vacant and must be filled as on 1 April 2023. (A total of 5 positions were vacant earlier, but through the election process 3 candidates were elected to the BoD. Thus 2 more is required.) The BoD will coop 2 eligible members from the applications received.

          ·    The interested candidate will have to download the following documents from chapter web site viz. [www.pmimumbaichapter.org](https://r20.rs6.net/tn.jsp?f=001Y0uzTHx2rm4t28yH2MNC5_KibMMfQKAIp45oL1Kjd_YztFHfrL4Heu5ddUdS9rcd538RcpivYRE5VRJDYsN9CY09a2H9E1tmS9U3uuVhGj0KtV70AqlEwO5gUsbWFeWcnQZ2bJNQ02ocCckvm7MPB0iuCl4D-3Ie&c=EqJrhxZr7eVeiilc0AFecksza2Z9sMJaeKr0YsDAc-8n1nNlNJdeBg==&ch=Pcz2AvLXPgX78COM0MLOq0uAkkGbO_FYbEpzeNIqmL6k2McV9M6aEg==)

  1. Nomination Application Form

2. Candidate Declaration \*

 3. Conflict of Interest Form \*

 4. Confidentiality Agreement \*

 5. PMI MC Operational Handbook version 2.4

 6. Chapter Bye-Laws updated as on 2016

2,3,4 marked by asterisks is combined in Nomination Application Form so that 4 forms constitute a single composite form called Nomination Application Form

·    The Nomination Application form with all sections duly filled-up, signed and the scanned copy should be sent to **President, Mumbai Chapter on email id: president@pmimumbaichapter.org**

  ·    duly signed and scanned Documents to be sent are –

1. Nomination Application Form

2. Candidate Declaration

3. Conflict of Interest Form

4. Confidentiality Agreement (2,3,4 are attached with 1)

 ·    Receipt of nomination shall be confirmed back over email within 2 business days. If receipt is not received the candidates are requested to call the President at 9892663736

 ·    Last date of submitting nominations is **31/DEC/2022**

  ·    Candidate can send an email to the President on president@pmimumbaichapter.org for withdrawal of nomination till **29/DEC/2022**

**Mandatory Conditions:**

·    Should not be part of Board/Committee member of any other PMI Chapter during the tenure of office in PMI Mumbai Chapter.

·    ATP Trainer cannot apply for Board position. Board member must not be ATP Trainer.

·    Should be resident of Mumbai / Thane and Navi Mumbai.

·    Should be available to attend physical meetings at the Chapter’s office in Goregaon East

 **General Expectations:**

·    The Nominee is expected to satisfy desired skills, volunteer time, Project Management and volunteer experience as mentioned in PMI MC Operational Handbook v2.4.

·    Must attend 80% of Board/**Chapter Committee Meetings (CCM)**/Strategic Meetings organized during the Chapter's financial year on pro rata basis.

·    Significant contribution to the Chapter in the area of Process improvements, team work and other operational areas will be preferred

**Other Important Information**

 The applications will be scrutinized by the President in consultation with the BoD and 2 suitable candidates will be co-opted by the BoD for the year 2023-2024.

 **Following documents are available in the Mumbai chapter website. Only the first document needs to be downloaded for filling up and sending.**

·    Application Form for cooping 2 candidates for 2023-24 to BoD (.docx) which also contains Candidate Declaration, Conflict of Interest Declaration and Confidentiality Agreement (available in pmimumbaichapter.org/chapter-bod-elections)

·    PMI MC Bye-Laws May 2016 v0.97 (.pdf) (available in pmimumbaichapter.org/chapter-documents)

·    PMIMC Operational Handbook v2.4 (.pdf) (available in pmimumbaichapter.org/chapter-documents)

·    PMIMC – Election Process Guidelines – v1.85 (available in pmimumbaichapter.org/chapter-documents)

  For details click on Below Link –

[https://www.pmimumbaichapter.org/chapter-bod-elections](https://r20.rs6.net/tn.jsp?f=001Y0uzTHx2rm4t28yH2MNC5_KibMMfQKAIp45oL1Kjd_YztFHfrL4Heh5gnuY7FQwLx8_N95OY5-AOvZbWmm5N9o4EdBIIQizL1wncnujqdsmjMDs1c-pSbTufVSGnrPcSuWYFheISoABGa-nKiP1rL4ixOr74QvQSTFFWcKWNXj9rpm9yJmTQGA==&c=EqJrhxZr7eVeiilc0AFecksza2Z9sMJaeKr0YsDAc-8n1nNlNJdeBg==&ch=Pcz2AvLXPgX78COM0MLOq0uAkkGbO_FYbEpzeNIqmL6k2McV9M6aEg==)