



**INTERNATIONAL FAMILY NURSING ASSOCIATION  
NOMINATING COMMITTEE  
TERMS OF REFERENCE 2026-2027 (2-Years)**

**Chair/Co-Chairs**

- Beth Cosgrove | United States
- Anne Chevalier McKechnie | United States

**Board of Directors Liaison**

- Elisabeth Coyne | Australia

**Committee Duties and Responsibilities (per the IFNA Bylaws)**

- The Nominating Committee shall prepare and submit to each voting member a ballot with at least one nominee for each elected office in IFNA
- Validation of current membership and confidentiality of voting shall be components of the ballot protocol
- Unless stated otherwise in these bylaws, all rules and procedures for the conduct of the nominations and elections shall be recommended by the Nominating Committee and approved by the Board of Directors
- The candidate receiving the highest number of votes for each elected office shall be declared elected
- Tie votes shall be broken by a majority vote of the Board of Directors
- The Nominating Committee shall oversee the election procedures

**Goals for 2026-2027**

**Overall Goal:**

Continue to develop, strengthen, and implement strategies that support the development of a diverse, international slate of candidates who are actively engaged in the activities of IFNA and committed to the mission and vision of IFNA.

**Proposed Objectives:**

- **Develop the nomination timeline** to allow for early identification, outreach, and preparation of potential candidates.
- **Implement new and enhanced engagement strategies** to involve IFNA members and key committees, such as the Membership Committee, Communications Committee, and others, in recruitment, outreach, and promotion of leadership opportunities.
- **Partner with Country Liaisons** to gather insights, expand regional representation, and collaboratively support candidate recruitment and leadership development.

**IFNA Guidelines for the Nominating Committee**

**Chairperson's role:** To work collaboratively with IFNA office, committee members of the nominating committee to create a slate of candidates to fill vacancies related to the governance of IFNA. This slate is then presented to the Board of Directors for information. Once the slate is finalized by the nominating committee it is submitted to the membership for election.

**Overarching Principle:** To ensure that IFNA is an international association whose leadership is comprised of individuals who have demonstrated a commitment to the advancement of family nursing and are committed to IFNA's mission. As an international association IFNA must have international representation on its governing body.



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**Action Plan (2026-2027)**

- **Schedule meetings** with Nominating Committee members and the IFNA Board Liaison to ensure timely, coordinated, and rigorous nomination and election processes.
- **Maintain ongoing communication with the IFNA office** to ensure implementation of all nomination and election activities.
- **Implement the IFNA Bylaws** related to nominations and the responsibilities of the Nominating Committee.
- **Confirm and document position vacancies** for each election cycle in collaboration with the IFNA office and Board Liaison.
- **Establish a clear election timeline**, including nomination deadlines, review periods, and voting dates, and disseminate information to IFNA members.
- **Partner with the IFNA office to distribute calls for nominations by January each year** to the full membership using accessible communication.
- **Develop, refine, and implement multiple recruitment strategies**, including outreach through committees, member networks, and Country Liaisons, to encourage a strong and diverse pool of nominees.
- **Compile a slate/list of nominees by March each year** that reflects IFNA's international representation and commitment to diversity, equity, and inclusion.
- **Provide the IFNA Board of Directors with the proposed slate/list of candidates** and facilitate discussion or clarification as needed.
- **Collaborate with the IFNA office to finalize and implement the election process** and present the approved slate/list of candidates to the membership for voting.