

MTYBA will hold the AGM and Election of Officers on Monday 6th December 2021 at 6pm.

Key info:

- Term of office: 2022 calendar year.
- Eligibility: MTYBA membership starts at the date of Call to the Bar by Middle Temple and continues through to the later of: seven years post-Call or seven years post-pupillage. Any member of MTYBA may stand and vote.
- Candidates may stand for no more than two positions.
- Voting will take place via email and in person at the AGM with live hustings.
- Hustings for contested positions, voting in person, the count of email votes and an announcement of results will take place at the AGM on Monday 6th December 2021.

Timetable:

- Nominations open now
- Nominations close at midnight on 29.11.2021
- Ballots will be published on 30.11.2021
- Voting by electronic ballot opens on 30.11.2021
- Voting by electronic ballot closes at 23:59 on 05.12.2021
- Voting in person will take place at the AGM on 06.12.2021
- You may only vote once via email or in person.

How to stand:

- Send your full name, email address, Middle Temple membership number, year of Call, list of positions standing for (no more than 2), and a short biography (max 200 words) by email to the Returning Officer at mtybaretuningofficer2021@gmail.com by midnight on 29.11.2021.

How to vote:

- Look out for an email to all MTYBA members on 30.11.2021
- Return a completed electronic ballot by 23:59 on 05.12.2021 or attend the AGM to vote in person.

Offices being contested:

- President
- Vice-President
- Treasurer
- Secretary
- Social Secretary
- Communications Officer
- Tenancy Officer
- Employed Bar Representative
- Pupillage Officer

- Pre-Pupillage Officer
- Advocacy Officer
- Diversity and Inclusion Officer
- Northern Circuit Chair
- Welsh Circuit Representative
- Western Circuit Representative
- North Eastern Circuit Representative

Questions? Issues? Please contact the Returning Officer on mtybareturningofficer2021@gmail.com. Please DO NOT reply to this email address (enquiries@mtyba.org) - all queries regarding the selection and election of candidates, please contact the Returning Officer at mtybareturningofficer2021@gmail.com.

We encourage as many members to attend the AGM and in any event to vote – refreshments will be provided.

Descriptions of offices being contested:

President

To oversee the overall running of MTYBA, and to represent MTYBA within the Inn and at wider events along with the Vice-President. You will be expected to sit on Middle Temple Committees in accordance with the Inn's statutes and at the request of other members of the Inn, oversee all events, think up and start new initiatives, take on new initiatives, be responsible for the MTYBA budget, and represent MTYBA throughout the Inn. To stand for President you need to have served on the MTYBA committee for one year, or be proposed and seconded by two outgoing committee members.

Vice-President

To support the President in the running of MTYBA and deputise for the President as required. It is the Vice President's responsibility to ensure that the MTYBA constitution is being adhered to and to oversee any constitutional amendments. The Vice President will take on some of the responsibilities of the President as agreed by the committee, including sitting on Inn committees and representing the interests of MTYBA's members.

Treasurer

To record all incoming and outgoings on behalf of MTYBA and assist with the budget preparation. The Treasurer is responsible for producing MTYBA's accounts at the end of each year.

Secretary

The Secretary is responsible for organising MTYBA committee meetings, including room booking and preparation of the agenda, and for taking and circulating the minutes of those meetings and to assist with editing the website and other such tasks as agreed at committee meetings.

Social Secretary

The Social Secretary will be responsible for organising several social events in the calendar year, liaising with, and in support of, other post-holders. The main social events in the MTYBA calendar on which the Social Secretary will lead are the Summer and Christmas Parties.

Communications Officer

The role involves three main parts. First, controlling the email address and advertising all MTYBA events. Second, increasing and developing the membership of MTYBA. Third, maintaining MTYBA's presence on social media.

Tenancy Officer

To provide support for and represent the interests of tenants in their first 7 years of practice. This officer is required to organise events which are of relevance to tenants (and the wider MTYBA membership), including social events and supplementary training, and take the lead on CPD/educational events. The Tenancy Officer also administers MTYBA's Practice Development Grant. They will be responsible for moving forward the Practical Skills events and our Expand Your Practice Series with the support of the committee.

Employed Bar Representative

As well as being responsible for representing the interests of MTYBA's employed members the Employed Bar Representative also aims to strengthen links with the self-employed Bar and promote the profile of the employed Bar within the junior end of the profession. This role should work closely with the Tenancy Officer to organise events of interest to those in practice. The role entails as a minimum organising one event a year for those who are at the employed bar and one to assist those who are seeking opportunities at the employed bar.

Pupillage Officer

To provide a link for pupils to MTYBA. This officer is required to organise MTYBA's two events per year for incoming first and second six pupils. They can also run additional events as and when they deem them to be appropriate, such as social events. In recent years they have been responsible for organising our Rule of Law Essay Competition.

Pre-Pupillage Officer

The responsibilities of this role include organising events to help people navigate the various stages of applying for pupillage, including paper applications, interviews, and relevant work experience. You will also lend a supportive ear to those with questions about the process, and need to keep your eye open for opportunities that may benefit them. As the competition for places increases, you will need to be able to support those who intend to continue applying and those who may consider looking at different careers. Primarily you will be required to organise MTYBA's three-part Pupillage Application Programme early in the year in line with the pupillage process. The Pre-Pupillage officer is also responsible for administering MTYBA's Intern Award. You must be organised and experienced in running events.

Advocacy Officer

Primarily the role of this officer is to organise the Advocacy Competition which MTYBA runs in the Autumn each year. The officer should also look for opportunities to work with other committee members in order to provide advocacy training opportunities for MTYBA members at each stage of their career.

Diversity and Inclusion Officer

The role of this officer is to promote greater equality and diversity amongst the MTYBA membership, and highlighting key equality, diversity and social mobility issues pertaining to the junior Bar as a whole, including (but not limited to) BAME and LGBTQ individuals, those with disabilities, and of various religions and beliefs. This officer will be expected to run at least two events each year for members promoting equality and diversity issues. Activities may also include participating in wider Inn and Bar-wide initiatives on behalf of MTYBA.

Northern**Circuit****Chair**

To Chair the Northern Sub-Committee of MTYBA. The Northern sub-committee members are nominated by the Chair at the start of the year and approved by the committee. The Northern Circuit Chair will take responsibility for organising events and opportunities for MTYBA members on the Northern Circuit, with the support of the subcommittee and the MTYBA committee, where necessary.

Welsh Circuit Representative

The Welsh Circuit Representative will be the voice on the Committee for the Welsh Circuit, organise events as appropriate to support our members on circuit and encourage engagement in wider MTYBA events.

Western Circuit Representative

The Western Circuit Representative will be the voice on the Committee for the Western Circuit, organise events as appropriate to support our members on circuit and encourage engagement in wider MTYBA events.

North Eastern Circuit Representative

The North Eastern Circuit Representative will be the voice on the Committee for the North Eastern Circuit, organise events as appropriate to support our members on circuit and encourage engagement in wider MTYBA events.