



## NOMINATING COMMITTEE - FY19

### CO-CHAIRS

Mona Ellerbrock, Univ. of California, Davis  
Jessica Watts, Univ. of North Texas

### ADDITIONAL COMMITTEE MEMBERS

Adam Causgrove, Carnegie Mellon Univ  
Jamie Shattuck, Univ. of California, Davis

### THE WORK

Nominate qualified candidates for:

- 1) 5 chair-elect positions for Conference Program, Marketing, Benchmarking, Professional Development, and Membership & Alliances Committees. These positions are a **two year** commitment; you will automatically become chair in your second year.
- 2) 2 Vice-President positions. These positions are a **three year** commitment; you will automatically become a co-President in your second year and a co-Past President in your third year.
- 3) 1 Member-at-Large position. This position is a **one year** commitment.
- 4) Any positions that become vacant during the year due to resignations.

### PROCESS

The Committee will solicit nominations in a transparent manner, mindful of the written criteria for the open positions. Emphasis will be placed on engaging current Board members for nominations from their committees. Nominations will also be solicited from the general membership through the NACRO Newsletter, conversations by committee members at the Midwinter Leadership Meeting and through individual phone calls. A survey form will be used to compile these nominations. There is no bias against self-nominations and they are very much encouraged. All nominees will be expected to attend the NACRO Annual Meeting.

### PROPOSED TIMELINE

- November 1 Board Call - Discuss nomination process and ask chairs to start thinking about nominees
- November 13 Newsletter - Announce Call for Nominations, share open positions
- November 27 Email - Call for Nominations, other communications channels with membership
- January 22 Email - A second call for nominations, other communications channels with membership
- February 4-6 - Individual conversations with nominees meeting the criteria (outlined below) who are attending the Midwinter Leadership Meeting
- January thru March - Individual conversations with nominees meeting the criteria to discuss their interests
- March 1 - Nominations close
- March - Final conversations to confirm the slate
- April 4 - NACRO board votes to approve slate of candidates
- April - Candidates complete information form for online voter's guide.



- April Newsletter - The slate is announced to the membership in the NACRO newsletter along with notification that voting will commence on May 13.
- May 13 - Email to membership announcing the opening of voting for 2019-2020 NACRO Board of Directors members
- May 24 - Voting closes at 5:00pm EDT
- May 29 - The Nominating Committee Chairs will confidentially notify the current NACRO Board and the newly elected board members of the election results
- July 16-18 - Membership notified of the results of the election at the day/time selected for the NACRO Business Meeting

### THE CRITERIA FOR EVALUATING NOMINEES

POSITIONS	EVALUATION CRITERIA	PREFERRED CRITERIA
Co-Chairs of Committees	2 yrs. NACRO membership 1 yr. on specific committee	3 yrs. NACRO membership 2 yrs. on committee
Member-At-Large	2 yrs. NACRO membership Served on 1 or more committee for at least 2 yrs.	3 yrs. NACRO membership Served on 2 or more committees actively
Vice-Presidents	3 yrs. NACRO membership 1 yr. as committee co-chair Served actively on 2 or more committees, contributing to targeted outcomes specified by the committee	4+ yrs. NACRO membership 2 yrs. as a committee co-chair 2 yrs. on Board of Directors Served actively on 3 or more committees