



The Association of
Technology,
Management, and
Applied Engineering

ATMAE Board of Director Election Information – 2018-2019

Nominations are Due August 17, 2018

The ATMAE Board of Directors has several openings for the 2018-2019 election. We would like to invite anyone interested in running to read the following information and feel free to contact Jim Thompson at 919-635-8335 or executive@atmae.org if you have any questions.

Seats Open on the ATMAE Board of Directors:

- Vice Chair (*ascends to Chair in 2019-2020; Past Chair 2020-2021*)
- Secretary (*two-year term*)
- Treasurer (*two-year term*)
- ONE student member (*one-year term*)

By-Laws Requirements:

- Candidates for election must be members of ATMAE in good standing and must be members of the category of which they are running.
- The term of office is two years except for the student member who serves a one-year term and the Vice Chair, which ascends to the Chair position and then Past Chair. Board members shall serve no more than two consecutive terms on the Board of Directors, except for the Chair position, which becomes Past Chair in the third year.
- Board terms elected this year start at the 2018 conference in Kansas City.
- An individual may be elected or appointed to serve on the Board of Directors after serving the maximum number of consecutive terms if the number of years equal to the term of office of his or her last service on the Board of Directors has passed.
- An individual elected to a position on the Board shall NOT serve in a leadership capacity on any other ATMAE boards simultaneously.

Necessary Elements to become a Board Candidate – Policy Guidelines

- Candidates must have been a member of ATMAE for at least three consecutive years (except student nominees).
- Candidates must have contributed successfully to ATMAE.
- Candidates must provide a letter of recommendation from the Chair, Head, Director or Dean of their academic unit, their academic advisor, or from their corporate supervisor.



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- Candidate must submit a short résumé with a headshot. In the first paragraph list your credentials, and accomplishments achieved in ATMAE or elsewhere in their profession that would be applicable to this leadership role. In the second paragraph, please answer the following questions:
 - How would you assess your track record of involvement with ATMAE?
 - Do see any transformational goals that you would like to see achieved during your tenure on the Board?

ALL INFORMATION IS DUE TO JIM THOMPSON at (executive@atmae.org) BY AUGUST 17, 2018

What is expected of Board Members?

- The Board meets, at a minimum, twice a year.
 - This year, the current Board will meet most of the day on Wednesday, November 7 in Kansas and will have a joint meeting in the afternoon. We ask that you all sit in on the Wednesday Board meeting to become informed of the Board activities.
 - Your hotel room and conference registration will be paid for by ATMAE during the 2018.
- Monthly Board conference calls are at 2P EST on the 3rd Friday of each month lasting about 90 minutes. It is expected that all Board members will be prepared by reading all materials and will participate in these calls barring unforeseen circumstances.
- Other projects as deemed necessary by the Executive Director and Board.

General Preferred Qualifications

ATMAE Board of Director welcomes members who:

- Are strategic and visionary thinkers
- Are team players
- Are committed to the mission and vision of ATMAE
- Understand that ATMAE positions are not compensated except as provided by ATMAE Board of Directors policies
- Will dedicate time to the Board of Directors
- Are willing to promote the mission and vision of ATMAE
- Understand the ATMAE brand
- Have balanced experience
- Are good listeners
- Are collaborators
- Have institutional or corporate support

Election Schedule:

- July 23 - Initial call for nominations goes out.
- August 17- Election nominations due at 5pm Eastern Time. No exceptions allowed!
- August 27 - 31 - Election window open online.

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- Election will close Friday, August 31st at 5 PM Eastern Time
- Week of September 10 - Winners will be contacted and an announcement will be made to the membership.

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