Nominations & Elections Committee

Charge
The general charge of the Nominations & Elections Committee (NEC) is to identify and develop leadership within NALS, strengthen the association’s governance model, and facilitate the nomination and election of future leaders. The committee continually monitors the leadership landscape of NALS, evaluates current and future volunteer board leaders, and presents the annual slate of nominees for the board of directors and officers.

Composition
The NEC is comprised of 6 members representing the diversity of NALS. Committee members will serve staggered 3-year terms. Each year, one NEC member will be elected by the NALS membership, and one NEC member will be appointed by the Board. Members may be reappointed/reelected for a second three-year term. The President shall select the Chair and Vice Chair of the NEC. As feasible, the Vice Chair should be a NEC member in the second year of their term and intend to hold the Chair position during their third year.

Benefits
Committee members will benefit from the opportunity to strengthen the volunteer leadership structure of the association allowing NALS to operate more efficiently and effectively. Committee members will also expand their professional networks with NALS members and contribute to the betterment and growth of the profession and the Association.

Committee Responsibilities & Tasks
The committee will be elected/appointed in early spring each year, for terms beginning May 1. Through the summer and early fall, committee members will identify recruit potential volunteers. The committee’s work of managing the election process (nominations, applications, interviews, and voting) takes place November-March.

- Identify potential leaders and cultivate involvement interest.
- Solicit nominations for open board positions.
- Collect questionnaires, applications, references, and/or other evaluation tools to vet candidates.
- Interview qualified candidates.
- Present a slate of candidates to the membership consisting of candidate(s) for President and open Director positions.
Timeline
This committee's primary work occurs November through April. A general timeline is below; exact dates may vary each year.

November 1-15 Self-Nominations & Peer-Nominations accepted
December 15 Deadline for acceptance of nomination
December 16 – January 16 NEC to interview candidates
January 25 Slate of candidates presented to membership
February 1-15 Voting for open board and NEC positions
March 15 Slate of officer candidates presented to membership
March 20 – April 3 Voting for President, Treasurer, & Secretary
April 15-30 Board selects appointed NEC member
May 1 New board members, officers, and NEC members begin terms

Committee Qualifications
- NEC members must be NALS members in good standing.
- NEC members must be willing and financially able to attend national, state, and/or local NALS Conferences to help identify upcoming potential leaders and attend potential NEC meetings.
- NEC members must be available and communicate timely for the execution of NEC duties.
- NEC members must be able to identify innovative potential leaders for the NALS Board.
- NEC members must be willing and able to evaluate potential Board members fairly based on criteria without any personal or political agenda.
- NEC members must maintain strict confidentiality.

Staff Responsibilities
- Advise committee on policies and procedures, as well as best practices for executing goals and responsibilities.
- Participate in candidate interviews and slate discussions.
- Maintain committee roster.
- Schedule committee meetings, work with chair to develop agendas.
- Provide support to the committee throughout the year.

Board Liaison
- President

Staff Liaison
- Amanda S. Bureau, CAE, CVA, Executive Director (amanda@nals.org)