



*Helping Students Succeed Since 1942*

## **Open FASSW Board Positions**

Our association is conducting nominations by email so that all members in good standing may participate in the election process. Based on our current By-laws, (Article IV - Executive Board Officers and Terms of Office), the positions open for elections are: ***Vice-President and Secretary***. With this mailing, the Executive Board is soliciting nominations for these positions, which will be followed by the official ballot.

### **Eligibility Requirements:**

#### **Vice-President**

To be eligible for Vice-President, the candidate shall have been a member of the Association **a minimum of two consecutive years and shall have served as a member of the Board for at least one year prior to election.**

#### **Vice-President primary responsibilities:**

The Vice-President shall preside at all meetings of the Association and Board in place of the President when necessary or requested; and assist the President in the duties of that office.

#### **Secretary**

To be eligible for Secretary, the candidate shall have been a member of the Association **a minimum of one year prior to election.**

#### **Secretary primary responsibilities:**

(a) record minutes of all meetings; (b) compile all minutes within 7 days of a meeting and submit to the Executive Board for review; (c) be the custodian of all non-financial records of the Association; (d) be able to produce a copy of the Bylaws and Articles of Incorporation at all times; (e) insure notification to Board members of all meetings; (f) handle all correspondence of the Association; and (g) assist the President with correspondence as necessary.

Self-nominations are welcome, as are nominations of members you would like to see fill these positions. If you are nominating another member, please make an effort to confirm with them that they are willing to run before returning the nomination form. Please note **ONLY** financial members can make nominations.

If you have any questions about the role, please feel free to contact with me via email at: ***Karie Johnston; Immediate Past President, Nominations and Elections Chair [KJLJ2004@gmail.com](mailto:KJLJ2004@gmail.com)***.

**Candidates will be asked to submit a maximum 150-word statement of candidacy for the ballot via email to: [KJLJ2004@gmail.com](mailto:KJLJ2004@gmail.com).** In order to complete the election process in a timely fashion, we ask that you submit nominations no later than **Friday, September 16, 2022**. The election ballot with confirmed candidates will be sent to all members in good standing via email on **Friday, September 23, 2022**. **Deadline for members to cast their vote is Friday, September 30, 2022**. The results of these elections will be announced on **Friday, October 7<sup>th</sup> at the FASSW Conference Luncheon at the Hilton Airport/Westshore Hotel at 2225 N Lois Avenue, Tampa, FL 33607 and shared via email. The terms of office shall begin on Friday, October 7, 2022.**

**Florida Association of School Social Workers**

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