

KDP LEADERSHIP DEVELOPMENT AND NOMINATIONS COMMITTEE POSITION DESCRIPTION

Position: Leadership Development and Nominations Committee Member

Purpose: To prepare slate for elections and provide leadership succession planning and development for the Society

Reports to: Executive Council

Commitment

Length of Commitment: 2 years

Number of Meetings: 4 meetings per year, held quarterly via conference call

Work Required: Specific tasks as assigned

Expectations: To participate in all meetings and complete tasks as assigned. *If a committee member does not participate in three (3) consecutive meetings without chair notification, the committee member may be subject to dismissal from the committee.*

Qualifications/Experiences:

- Active KDP member

Responsibilities:

- Solicit from chapters nominations for officers of the Society no later than seven (7) months prior to the end of the current biennium
- Receive written nominations from chapters no later than five (5) months prior to the end of the current biennium
- Interview all nominees
- Prepare an election slate, including biographical data on each candidate
- Submit the election slate and ballot to all active members no later than three (3) months prior to the end of the current biennium
- Verify and report the official results of the election to the Executive Council
- Recommend names for consideration by the President as new committee appointees

Contact the staff liaison ONLY if you have specific questions about the position.

Staff Liaison: Faye Snodgress

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