

 **AAPG Officer Nomination Form**

 This form may be completed on your computer. Before beginning please go to the **File** menu and select **Save As…** and name your document using your name. You

 may navigate through the fields using the **tab** key or clicking on the field with your mouse. Once completed, the final document must be printed

 and signedbefore sending to the person nominating you. The AAPG Officer Nomination Form must be attached. (See instructions below).

If nominated by the Advisory Council and Executive Committee:

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, do solemnly agree to actively run for an officer position and to serve in that office if elected. I recognize the considerable time demands required of Executive Committee service.

What office were you nominated for? (Select one)

Although I may have been nominated for the above named office, I am also willing to be considered and potentially serve the Association in the following alternative office(s).

□ President-Elect □ Vice President, Sections □ Vice President, Regions
□ Secretary □ Treasurer □ Editor

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| --- | --- | --- |
| **President-Elect** **Job Description Summary:*** CEO responsibilities
* Communicator
* Availability
* Substantial travel required
* Six-year commitment
* Communication skills-external, with media
* Prepares budget for ensuing fiscal year
 | **Vice President, Sections** **Job Description Summary:*** Serves in the absence of the President
* Master of Ceremonies for Honors & Awards at Annual Meetings.
* Two-year commitment; Executive Committee may meet a minimum of 5-6 times a year
* Executive Committee liaison with various committees
 | **Vice President, Regions** **Job Description Summary:*** Serves in the absence of the President
* Master of Ceremonies for Honors & Awards at International Meetings
* Two-year commitment; Executive Committee may meet a minimum of 5-6 times a year
* Executive Committee liaison with various committees
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| **Secretary** **Job Description Summary:*** Responsible for minutes of all meetings of the Executive Committee
* Responsible for correspondence and mailing lists
* Two-year obligation; EC may meet a minimum of 5-6 times a year
* Policy oversight of all non-technical and non-peer reviewed publications andcommunications
* EC liaison with various committees
 | **Treasurer** **Job Description Summary:*** May serve on the Committee on Insurance
* Serves on the Committee on Investments
* Prepares Annual Report
* Supervises receipt of all funds and, under direction of the EC, is responsible for all disbursements of Association funds
* Approves President’s expense account
* Sense of money management required
* A two-year commitment; EC may meet a minimum of 5-6 times a year
* EC liaison with various committees
 | **Editor****Job Description Summary:*** General supervision and final authority in soliciting, accepting and rejecting all material on technical subjects for publication in the *Bulletin* or in special publications.
* Prepares annual report on editorial activities
* Appoints, replaces and reappoints all volunteer Associate Editors
* Three-year commitment; EC may meet 3-5 times a year.
* EC liaison with various committees
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What are your strengths for your nominated position? *(Please limit to 250-300 words)*

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Why are you willing to serve? *(Please limit to 250-300 words)* **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

I have attached a 4”x6” photos (black & white or color) for inclusion with my nomination material. Yes □ No □

I understand that my nomination will be retained in the Nominations Book for three years, and longer if renominated.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please forward the **SIGNED** commitment statement either by fax, mail or as a scanned pdf to the person nominating you so the AAPG Officer Nomination Form may be attached and forwarded to AAPG. A signed statement needs to appear in the nomination book along with your Nomination form.

I have been nominated by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This form should be **returned to the person nominating you** so the AAPG Officer Nomination Form may be attached and forwarded to: Karin Alyea and Vicki Beighle, AAPG, P.O. Box 979, Tulsa, OK 74101

Fax: (918) 560-2694 | Email: kalyea@aapg.org and vbeighle@aapg.org | Phone: (918) 560-9407

**The deadline for receipt of all related forms is 1 August 2016.**