**APPLICATION FOR NOMINATION**

**AAUW OHIO 2019-2020**

**DEADLINE**: Submissions of the nomination form must be postmarked by December 15, 2019

“**Eligibility for Office**: To be eligible for any office, a candidate must be a member in good standing of AAUW and AAUW Ohio. To be eligible for the office of president, a candidate shall have served as an elected officer, appointed officer, or standing committee chair of AAUW Ohio within the previous eight years.”—Bylaws of AAUW Ohio

Please PRINT or TYPE: All information must be on one sheet, front and back. Please use one form per nominee.

**OFFICES** (Please circle the office the person is being nominated.)

**President Program VP Membership VP Philanthropy VP**

**Finance Officer Secretary**

CANDIDATE INFORMATION:

Name:

Address:

City: Zip:

Telephone: Email:

Educational Background:

Current Employment Position: Years in Position:

Previous Occupations: Dates of Employment:

AAUW Experience:

Branch: Number of AAUW Years:

Branch Offices/Committee Chair Position(s) and Dates held:

State/National AAUW Offices. /Committee Chair Position(s) and Date(s) held:

State/National AAUW meeting(s) attended and Year(s) attended:

Additional Community/ Volunteer/Professional Experience(s):

Skills and Talents you (the candidate) would bring to AAUW Ohio:

Submitted by Branch (optional) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed by Branch President (optional) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**AGREEMENT TO HAVE NAME PLACED IN NOMINATION**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ am fully aware of the duties and responsibilities of the Office of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. I hereby agree to give permission for my name to be

placed in nomination for that office of AAUW Ohio. If nominated and elected I will the serve the office to the best of my ability.

Signature Date

**Please attach a small photo for publication.**

SEND PAGES 1 AND 2 TO: Debra Yokosuk, Administrative Coordinator AAUW Ohio, 591 Pebblebrooke Dr, Willoughby Hills, OH 44094 adcoord.aauwoh@gmail.com

**Terms and Duties of Officers**, from Bylaws AAUW Ohio

Section 2. Duties. Officers shall perform the duties prescribed in these bylaws, by the rules of procedure and policy adopted by the State Board of Directors, and by the parliamentary authority adopted by the state. The elected and appointed directors shall facilitate and promote the purpose and mission of AAUW. For the provision addressing board vacancies, refer to the section below, “[Vacancies](#Vacancies_Board_of_Directors).”

1. President. The president shall have the usual powers of supervision and management as pertain to the office and be the official spokesperson and representative for the organization.
2. Vice Presidents.
3. Program Vice President. The program vice president shall serve as chair of the Committee on Program Development; shall assume the office of the president in the event of a vacancy in that office; and shall perform the duties of the president in the president’s absence or inability to serve.
4. Membership Vice President. The membership-vice president shall serve as chair of the Committee on Membership.
5. Philanthropy Vice President. The philanthropy vice president shall serve as chair of the Philanthropy Committee.
6. Secretary. The secretary shall record, retain, and make available upon request the minutes of each meeting of the Executive Committee, Board of Directors, and annual state meeting, including results of votes taken between meetings as allowed by these bylaws. If the secretary is unable to record the minutes, see the section below, “Temporary Substitutes.”
7. Finance Officer. The finance officer shall perform the duties usually pertaining to that office and serve as chair of the Finance Committee.

**Section 3.** Terms of Office.

1. Terms of Office. All board members shall serve for terms of two years or until their successors are elected or appointed and take office. Board members may be elected or appointed to serve additional terms, but
	1. No member shall be elected to the same office for more than two (2) consecutive terms.
	2. No member may hold more than one State Board position at any given time.
	3. A full term is considered to be service in any office for one-half or more of the term.
2. Beginning of Terms. The term of each officer shall begin on July 1. The new or continuing president may call and hold a meeting of the incoming board of directors and/or the incoming executive committee prior to July 1, so long as any vote taken at the meeting includes only those entitled to vote in that body on the date of the meeting. No incoming member shall be entitled to vote in that body until July 1. (Note: New board members are not permitted to vote, as they are not officially board members until that date.)
3. Removal from Office. An officer or director of AAUW Ohio may be removed for just cause or by mutual consent by a two-thirds vote of the State Board of Directors at an [in-person meeting](#In_person_meeting) of the Board of Directors in accordance with policies and procedures adopted by the Board of Directors. (See Board of Directors’ “[Meetings](#In_person_meeting)” below and *AAUW Ohio board of Directors Policy Book*.

Descriptions of the responsibilities and functions of elected members of the board of directors can found in the Board of Directors Policy Book, online at <https://aauw-oh.aauw.net/branch-corner/branch-resources/> You will need to provide the password found at the top of “How To Reach Us” in every *Orbit.* When you logged in scroll to the bottom of the page for the bylaws and policy book.