



## **Get Involved! Nominate yourself or someone you know for the 2022-2023 FSNA Board of Directors Ballot**

We are currently putting together the ballot for the election in early 2022. The positions we will need to fill are: President-Elect, Secretary/Treasurer, Foodservice Employee/Manager Section Chair-Elect, Region Director-Elects for Regions I and III, and At Large Director #1-Elect. If you or another member have interest in one of these positions, check the qualifications on the following page and send your completed form to Nominations Committee Chair-Elect, C/O FSNA, 124 Salem Court, Tallahassee, FL 32301 or [info@floridaschoolnutrition.org](mailto:info@floridaschoolnutrition.org). A packet will be sent to you or your colleague to complete. The following information is necessary to be considered:

### **Recommendations for Potential Candidate**

\*Candidates Qualifications on back of this sheet

<b>Office</b>	<b>Name &amp; Address</b>	<b>Accomplishments (Local and State)</b>
President-Elect		
Secretary/Treasurer		
FS Employee/Manager Section Chair-Elect		
Region I Director-Elect		
Region III Director- Elect		
At Large Director #1- Elect		
Submitted by: Name: _____ Phone: _____ Email: _____	Return to: Nominating Chair c/o FSNA 124 Salem Court Tallahassee, FL 32301 Or <a href="mailto:info@floridaschoolnutrition.org">info@floridaschoolnutrition.org</a>	

## Candidate Qualifications

### **All Potential Candidates Must Meet the Following:**

- Held membership in the state and national associations for at least the last three (3) years with two (2) years immediately preceding the nomination;
- Demonstrated leadership ability in a chapter affiliate by participating at a state conference, and/or
- Served on a state committee or advisory board, and
- Shall have demonstrated interest in and knowledge of Association affairs.

### **Travel Involved:**

- Attend one (1) National Conference.
- Attend at least two (2) Executive Board meetings per year.
- Attend FSNA Annual Conference & Expo and FSNA Board Orientation at Leadership Training.
- Expenses to required meetings will be paid according to established FSNA policies and budget.

### **President-Elect:**

- Previous Executive Board experience
- Attended three (3) of the last five (5) FSNA Annual Conferences & Expos.
- Attended one (1) of the last five (5) Annual National Conferences.

#### Responsibilities include, but not limited to:

- Serves one (1) year as President-Elect.
- Serves one (1) year as President.
- Attends events as assigned by the President.
- Chair of FSNA House of Delegates.
- Advisor to the Region Directors.

### **Secretary/Treasurer:**

- Elected for a two (2) year term; no “elect” year

#### Responsibilities include, but not limited to:

- Serves as a member of the Executive Committee and the Finance Committee.
- Conducts such correspondence as the Association and Board shall direct.
- Calls the roll at Board Meetings.
- Calls the roll of delegates at the House of Delegates.
- Accurately records and submits, in a timely manner, minutes of all Board meetings, Executive Committee meetings and the House of Delegates.
- Attends the SNA Annual National Conference at the expense of the Association after completing the first year of their term of office.
- In collaboration with the President, President-Elect, and Executive Director, develops the FSNA annual budget and the Foundation annual budget.
- Notifies officers and the chairs of each committee and advisory board(s) of budgeted funds.
- Reports on FSNA Finances at Board meetings.

### **Foodservice Employee/Manager Section Chair-Elect:**

- Elected for a one (1) year term as an elect, and a two (2) year term as Chair.

#### Responsibilities include, but not limited to:

- Promotes the Association’s Strategic Plan and President’s Initiatives.
- Promotes Membership in the Association.
- Provides leadership and support.
- Plans a section meeting and/or program for FSNA Expo and Education Event.

### **Region Director-Elect and At Large Director-Elect:**

- Director-Elect for one (1) year.
- Director for two (2) year term.

#### Responsibilities include, but not limited to:

- Provides recommendations to the Nominating Committee.
- Assists Region Director in promoting membership.
- Becomes the liaison between the Chapter affiliates in the region and the Executive Board.