

## The Nomination Process for the Alabama Association of USATF

- Nominating committee will be appointed by the president.
  - Committee will consist of a Chairperson and two additional members
  - Members of the nominating committee will be members in good standing of the Alabama Association as well as USATF
  - Responsibility of the nominating committee
    - Outlines the election process
    - Defines qualifications for the five officer positions
    - Recommends a slate of qualified members for consideration
    - Provides the president with a timeline for the process
  
- Timeline for 2023~~1~~ Officer Elections
  - August – committee appointed
  - August – communication to membership regarding how the nomination process will work
  - September 4-Last day for interested individuals to submit their nomination package
  - September 24 – election of Officers to be held at Annual meeting
  - October 1 - Transition of officers
  
- Process
  - Criteria for the five officers to be defined by the Nominating committee. General qualifications expected of all five Officer and Board positions will include:
    - Current member in good standing of USATF
    - Current member in good standing of the Alabama Association of USATF
    - At least 18 years of age
    - Current 3-step compliant
    - Demonstrated active participation in USATF events at the Association level.
    - Respected by peers within the Alabama Association ~~All officers will have a current USATF coach/volunteer/officials background check on record with USATF.~~
    - Committed to the development, management, representation and marketing of long-distance running, race walking, track and field events throughout the state of Alabama as evidenced through individual actions
    - Prepared to uphold the Association Bylaws
    - Prepared to model the behaviors outlined in the USATF Code of Ethics.  
<https://www.usatf.org/governance/policies/usatf-code-of-ethics>
  
  - Officer and Board Roles: Position responsibilities and qualifications for each specific position will be communicated to all members via email in advance of the general meeting, This information will also be posted on the Association website. ~~No individual may be an Officer of this Association who is also an officer of another sport governing body at the local or national level~~
  
  - No individual may be an Officer of this Association who is also an officer of another sport governing body at the local or national level.
  
  - Development of officer slate – current incumbents
    - Current incumbents will be approached by the nominating committee regarding interest in nomination for current or another officer role
    - Each current incumbent will be requested to provide a sports related resume and complete the nomination form. The combination of the two documents will summarize their contributions to long-distance running, race walking and/or track and field events in addition to accomplishments made during tenure in the officer position



- Expanding the slate beyond current incumbents prior to the annual meeting:
  - The nomination process will be communicated via email by the Membership Chair to members in advance of the slate being communicated. The nomination process will also be placed on the Association website.
  - Current members will have two weeks to submit nominations. All nominees, including the current incumbents, will be requested to provide a sports related resume and complete the Officer or Board Nomination Form. The nominee must be a member in good standing of the Alabama Association.
  - Qualifications will be reviewed by the Nominating Committee and the nominee will be added to the slate as appropriate.
  - The slate will be prepared and communicated to the membership in advance of the annual meeting date
  
- Bylaws require nominations to be taken from the floor at the annual meeting under these conditions:
  - Individuals may not self-nominate
  - Nominees must have one nominator and a seconder, both of whom are members in good standing of the Alabama Association and in attendance at the meeting.
  - The nominee will need to complete the nomination form outlining their qualifications for a particular office. The combination of both documents will include their accomplishments / contributions to long-distance running, racewalking and/or track and field events.
  - The Nominating Committee will review the submitted data and determine if the nominee will be added to the slate as appropriate.
  
- All nominated candidates should be prepared to address those in attendance regarding their qualifications.
  
- The nomination credentials will be retained with the election records for a period of two years before being destroyed by the Association President appointee. Rationale, the documents could aid the next incoming nominating committee. Documents will be appropriately maintained to protect personal information during this period.
  
- Documents to be submitted by all candidates:
  - Nomination Questionnaire
    - Name and Contact Information
    - Personal Summary statement – 2-3 concise sentences that ~~summarizessummarize~~ the nominee's overall experience with distance running, race walking and/or track and field events.
    - Experience outlined as an athlete, coach, official, chairperson or officer
  
- Nominations and supporting documentation should be emailed to [Jerry McCoy at: Jerry McCoy at: mcbuzu2017@gmail.com](mailto:JerryMcCoy@att.net) ~~Gene Tomlin at: tomlingene@gmail.com~~ with Cc's to [simsdora@att.net](mailto:simsdora@att.net) and [wkmrealest@aol.com](mailto:wkmrealest@aol.com)
  
- The Election process will adhere to the By Laws and will be facilitated by the Elections Committee. No current officer should participate in the nominating process.