Nominating Chair Position Description

Overview:
The Nominating Committee is elected by the membership. The individual with the most votes serves for two (2) years, one year as Chair-Elect and one as Chair. The individual receiving the second highest votes becomes the Nominating Committee Member and serves one year.

Board Pillar: Membership

Qualifications of Office:
- Active or Retired Active member of Academy.
- Licensed Dietitian Nutritionist or Dietetic Technician Registered.
- Service commitment of two (2) consecutive years, depending on office.
- Is familiar with affiliate membership, Tennessee Academy membership, and BOD positions and said responsibilities of office.
- Shall not serve in any other elected office in conjunction with this office.

Travel for Office:
- Tennessee Academy Board of Directors Meetings
- Tennessee Academy Board Training

Responsibilities of Office:
- Serves as voting member of Tennessee Academy BOD. Attends meetings of BOD.
- Participates as a member of the Membership Pillar.
- Serves as Chair of the Nominating Committee, comprised of the Chair, Chair-Elect and Member.
- Prepares annual budget requests for Nominating Committee and submits to Tennessee Academy Treasurer.
- Maintains records of expenditures during the service term in order to make fiscally responsible decisions.
- Contributes to the development and implementation of annual plan of work for the Membership Pillar.
- Chairs the Nominating Committees' efforts in development and distribution of the affiliate ballot. (refer to Affiliate Election Policy)