



Nominations for 2017-2018 Officers

Election for open positions will be held at HSACCC 2017 Annual Conference in San Diego.

Any regular member in good standing is eligible to hold office in the Association.

If you have questions and/or are interested in serving on the Executive Board, please contact:
Beth Hoffman, HSACCC President-Elect and Nominating Committee Chair [Hoffman Beth@SCCollege.edu](mailto:HoffmanBeth@SCCollege.edu)

Overview of Elected Positions of the HSACCC Executive Board

Nominated Each Year

President-Elect (A three year commitment)

Year 1 as President Elect: Supports/assists the President in her/his role, assists with standing and ad hoc committees, reviews bylaws and Chairs Nominating Committee.

Year 2 as President: Executive officer and official spokesperson of the Association.

Year 3 as Past President: Consultant, advisor and mentor to current President.

Volunteer Appointment Each Year

Annual Conference Chair- In consultation with the HSACCC President and E-Board, this position is Responsible for program coordination, budget, catering and planning of HSACCC's Annual Meeting and Education Conference. Leads Conference Committees; Speaker's Program Planning, Conf. Registration, Liaison to Vendors, Audio Visual Coordination, Hospitality, CEU's and Awards Banquet.

Positions Nominated in Odd Years (Spring 2017)

Corresponding Secretary – Responsible for all official organizational correspondence under the direction of the Executive Board (excluding items associated with the annual conference).

Region 1-5 Board Area Representative - Liaison between Executive Board and Northern Region representatives.

Positions Nominated in Even Years (Spring 2018)

Recording Secretary – Responsible for maintaining official records of the Association including meeting minutes, CEU requirements and documentation.

Region 6-10 Board Area Representative - Liaison between Executive Board and Southern Region representatives.

Treasurer Elect – (A three year commitment)

Year 1 as Treasurer Elect: Is mentored by the Treasurer.

Year 2 as Treasurer: Responsible for Association finances. Maintains official membership roster. Files Federal and State Income Tax returns. Prepares financial reports, submits written balance sheet for minutes.

Year 3 as Treasurer and mentor to new Treasurer-Elect.