

A decorative graphic consisting of a thick, curved line that starts on the left side of the page and tapers to the right. The line is composed of two overlapping colors: a dark red on top and a teal/green on the bottom.

## ELECTION/VACANT BOARD POSITIONS

NASW-Alabama Chapter relies on volunteers to set policy to guide the Chapter. Services offered by the Alabama Chapter depend upon committed and capable ***Volunteer Leaders*** who give generously of their resources, time, talent, and ideas and upon members who choose effective leaders to represent them.

If you know of potential candidates that would be interested in filling any of these vacant positions (*including yourself*), please complete the candidate nomination form and return it to the NASW – Alabama Chapter office by **May 31, 2017**.

**Thank you for your commitment to the NASW and the Social Work Profession!**

# VACANT NASW – ALABAMA LEADERSHIP POSITIONS

## BOARD OF DIRECTORS EXECUTIVE OFFICERS (ELECTED)

▶ **Secretary** (*serves a two year term*)

## BOARD OF DIRECTOR MEMBERS (ELECTED)

▶ **Regional Representatives** (*Serves a two year term; 2 positions available*)

- **Northern Region Representative** (Must live in and be able to represent one of the following counties: Colbert, Cullman, DeKalb, Franklin, Jackson, Lauderdale, Limestone, Madison, Marshall, Morgan, and Winston County)
- **Western Region Representative** (Must live in and be able to represent one of the following counties: Bibb, Blount, Choctaw, Fayette, Greene, Hale, Jefferson, Lamar, Marengo, Marion, Perry, Pickens, Shelby, Sumter, Tuscaloosa, and Walker County)

▶ **BSW Student Representative** (*Serves a one year term; 1 position available*)

Students in their freshman, sophomore, or junior years in a BSW program are encouraged to apply

▶ **MSW Student Representative** (*Serves a one year term; 1 position available*)

Students in their first year of a MSW program are encouraged to apply

▶ **Committee on Chapter Nomination and Leadership Identification Chair** (*Serves a two year term*)

Responsible for identifying potential leadership for the Chapter Board of Directors including committees.

## COMMITTEE LEADERSHIP / MEMBERSHIP (APPOINTED)

▶ **Legislative Affairs Committee**

This committee is responsible for identifying and supporting legislation that is in the interest of the social work profession and those served by the social work profession. This committee also works to help elect & keep in office public officials/candidates who support the goals and objectives of the social work profession.

▶ **Conference Planning Committee**

The purpose of this committee is to work with the BOD and Chapter in planning, coordinating, and conducting the Annual Conference and Social Work Advocacy Day. Additional regionally based conferences could be considered for facilitation as well.

▶ **Scholarship Committee**

The purpose of this committee is to support and promote the NASW-Alabama scholarship program. They will build upon planning, marketing, and oversight of the scholarship program. The committee will also seek sponsorship and benefactors for the scholarship.

▶ **Committee on Chapter Nomination and Leadership Identification (CCNLI)**

The CCNLI committee is responsible for identifying strong and qualified potential Leadership and Committee Members for the NASW-Alabama Chapter. This committee is also responsible for conducting the Chapter Nominations and Election process.

▶ **Ethics Committee**

The committee of Ethics shall be composed of four persons from at least two different regions, appointed by the Vice-President with advice and consent of the Board and who shall be responsible for hearing and determining complaints filed in accordance with the Association's policy on professional review. The Committee on Ethics may convene local panels to conduct hearings.

# Elected Board Position Responsibilities

## General Responsibilities of ALL Board Members

- 1) Attendance and active participation at 4 Quarterly board meetings, held in Montgomery, AL
- 2) Attendance and active participation at the NASW-Alabama Annual Conference and Student Advocacy Day
- 3) Active Participation in ALL Board Meetings and chapter operations/activities as designated

## Secretary (*serves a two year term*)

The Secretary is responsible for the Board of Directors and Executive Committee meeting minutes, as well as the non-fiscal records of the Chapter.

### Charge to Secretary:

- To attend all meetings of the Board and Executive Committee and keep a written record of the proceedings.
- To see that all non-fiscal records of the Chapter are kept in order.
- To fulfill all other duties set forth for the office by the Chapter Bylaws.
- To act as an ex-officio member of those Committees designated “Professional Advancement and Development” to encourage the Committees to follow existing program planning and financial guidelines.
- To serve on the Executive/Finance Committee which is responsible for administrative and Chapter office operations.
- To fulfill responsibilities to the Nomination and Leadership Committee according to Standards.

## Regional Representatives

Region Representatives serve the two-fold purpose of representation to the Chapter Board of Directors and implementation of programs locally. The Region Representative shall be responsible for administering the program and activities of the local region, carrying out Chapter policies at the local level, facilitating activities desired by the local region membership that are consistent with the goals and objectives of the Chapter.

### Charges to Region Representatives

- Provide Region representation to the Board by attending Board meetings
- To conduct at least two meetings in assigned region and chair these meetings
- To conduct an annual Regional Conference in assigned region
- To prepare and present to the Board a report of Region activities during the past quarter and an end of the year report. The report shall contain financial and program information
- To actively recruit and encourage others to recruit new members, especially racial minority members
- To coordinate with President and Executive Director activities that include Continuing Education units
- To obtain and convey required information to your Region members, board officers and committees

## BSW and MSW Student Representatives

BSW and MSW Student Representatives serve as representatives to the Chapter Board of Directors and to their relative student bodies across the schools/programs of social work in the state of Alabama. The BSW and MSW Student Representative shall be responsible for administering the program and activities of the Chapter that are relevant to schools/programs of social work. They are also members of the Social Worker Advocacy Day (SWAD)/ Conference Planning Committee.

### Charges to BSW and MSW Student Representatives:

- Provide current representation of the schools/programs of social work to the Board by attending Board meetings
- Participate in the planning and implementation of Social Worker Advocacy Day (SWAD)/ Conference Planning Committee.
- Participate as members by actively following and reporting current events and issues for posts for the Chapter’s Facebook, LinkedIn and Twitter posts, and organizing social gatherings.
- To actively recruit and encourage others to recruit new BSW and MSW members by conducting a minimum of 2 presentations (each) to schools/programs of social work in the state.
- To obtain and convey required information to currently enrolled BSW and MSW members, board officers, and committees.

- To actively engage school of social work student organization leaders so they are aware of issues that impact social work students and the social work profession.

**Committee on Chapter Nomination and Leadership Identification Chair *(Serves a two year term)***

- The CCNLI Committee shall be composed of one (1) CCNLI Committee Chair that is accountable to NASW- AL Chapter Board of Directors. The CCNLI Chair and (4) Committee Members selected from each of the (4) Regions (Northern, Southern, Eastern, and Western Regions) guarantees that the NASW-AL Chapter’s nomination and election process adhere to national bylaws and standards. CCNLI Chair will each be responsible for securing potential leadership candidates from the 4 Regions.
- CCNLI Chair will work in partnership with CCNLI Committee Members and Regional Representatives to identify at least two candidates for each position in the regular election of Board members and Committee members. The candidates shall be selected to reflect to the extent possible the population concentrations, geographic distribution, and special concerns of the membership.
- To work closely with the local Regions of the Chapter and with the staff.
- To develop a leadership roster to be used by the President for Committee and Task Force appointments and to aid in the selection of candidates.
- To meet at least annually to select candidates.
- To certify a completed ballot to the Secretary of the Board who shall announce in writing the candidates to the membership at least 30 days in advance of an election.
- To receive nominations by petitions when applicable.
- To receive and consider nominations for the Board members who are students from local units and local NASW student social work organizations.
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If you have questions regarding the aforementioned vacant positions and leadership opportunities, please contact the NASW – Alabama Chapter Office at 334-356-6841 or e-mail [Alabama.naswal@socialworkers.org](mailto:Alabama.naswal@socialworkers.org) .