

**Minnesota Academy of Nutrition and Dietetics
Board
Job Position Description**

Date September 2014

TITLE: NOMINATING COMMITTEE/ CHAIR AND CHAIR ELECT

TYPE: Elected, Chair and Chair Elect are elected for a 2 year term and 1 Committee member from each region appointed by Regional Representative and the Executive Director (ex-officio)

BRIEF DESCRIPTION: Recruit candidates for MAND election as prescribed in bylaws.

AREAS OF ACCOUNTABILITY:

- Recruit candidates for MAND election as prescribed in bylaws.
- Identify MAND members as potential candidates for AND election as prescribed by AND deadlines.
- Prepare slate for MAND election by the November board meeting.
- The Chair and Chair elect should work together to easily transition positions.

CALENDAR:

Summer	Begin Recruitment for MAND and AND positions.
Fall	Potential candidates for AND election determined and work with Executive Director to assure proper nomination.
November	Slate must be prepared and presented to MAND board for MAND election.

OTHER GOVERNANCE ISSUES

MAND and AND bylaws concerning elections.