

ST. LUCIE COUNTY CTA/CU NOMINATION INFORMATION

This year, the SLCTA/CU will hold both a regular scheduled election of officers AND a special election to fill the vacated seat of President. If you wish to run for an office, print your name in the space beside that office and sign your name in the space at the right (see attached). If you nominate a member other than yourself, you must obtain that member's signature. All nomination forms must be returned to the CTA/CU office by **5:00pm on Friday, March 9, 2018. Elections will be held on Wednesday, April 4, 2018.**

Candidates for offices of President, CTA Vice President, CTA Secretary, and Executive Board seats are requested to write a personal statement of 100 words or less which describes his/her qualifications for office and provide a headshot photograph. *The statement and photograph are to be sent electronically.* Statements will be published for membership review prior to elections.

Below are the job descriptions and qualifications for each vacant elective office. Please consider the requirements in making your decision to run for an office.

Special Election

PRESIDENT CTA/CU: Release Time - The President shall set the agenda and preside at all meetings of the Association, Representative Council, and CTA/CU Executive Board; be an authorized signer for all financial accounts; shall appoint all committees and chairpersons not otherwise provided for; shall serve as ex-officio member of all committees, except the nominating committee; shall represent the Association as spokesperson on matters of policy, or assign at his/her discretion, responsibility for such representation; may appoint a parliamentarian; coordinate all collaborative bargaining and interest-based problem-solving sessions with the school district; represent the Association as a delegate to the FEA Delegate Assembly, the NEA Representative Assembly, and the AFT Convention; perform other duties as may be specified in the personnel contract between the President and the Association. **Member in good standing for a minimum of 5 years.**

Regular General Election

VICE-PRESIDENT CTA: Release Time – The Vice President shall serve membership chairperson for the CTA; serve on the CTA/CU Executive Board; be an authorized signer for all financial accounts; shall in the absence of the President, assume those duties of the President until a general or special election is conducted; assist the President in serving in a representative capacity for members at worksites and/or on district committees, etc.; coordinate communication with members for local initiatives; supervise and report to the President on committee work such as public relations, membership, staff development, etc.; perform other duties as specified in the personnel contract between the Vice-President CTA and the Association. **Member in good standing for a minimum of 3 years.**

SECRETARY CU: shall share the duty of keeping a record of all meetings of the Association, the Representative Council and the Executive Board and provide minutes to the President within one week of date of said meeting(s); have an up-to-date copy of the Constitution and By-Laws at all meetings; maintain a record of attendance at all meetings of the Executive Board and Representative Council on file at the office of the Association. **Member in good standing for a minimum of 3 years and a member of the bargaining unit represented.**

EXECUTIVE BOARD CTA (1), CU (1), AT-LARGE (3): shall attend all Executive Board meetings and other meetings as deemed necessary; shall perform other duties as designated; **Member in good standing for a minimum of 3 years and a member of the bargaining unit represented.**