Hello Arizona NAPNAP members,

Thank you for continuing to support our local chapter. Did you know our chapter has been voted by our peers throughout the country to receive not only the ‘Small Chapter Award’ but most recently the ‘Large Chapter Award’ for our efforts in AZ and positive impact we have on our community? We believe 2022 will be a groundbreaking time to elevate our chapter despite the challenges the pandemic has created and we hope you would consider being a part of the 2022 board.

Please email amysmabry@gmail.com with the following information to nominate yourself for a position: **Submit your nomination by May 24th, 2022**

* A short bio
* Headshot
* Description of why you are interested in the position (no more than 500 words)

**BOARD POSITIONS**

PRESIDENT ELECT- three year commitment *(First year apprenticing and assisting current president, second year as acting President, last year continue leadership on the board as past President).*

* Must be a current NAPNAP member.
* The President shall be the principal executive officer of AZNAPNAP and shall, in general, supervise and control all of the administrative matters and business affairs of the chapter.   The President shall implement policy established by the members of the Executive Board.  The President shall preside at all meetings; execute all conveyances, notes, contracts, or other instruments authorized by the members; appoint all committees and chairpersons as provided in the bylaws; serve as an ex-officio member of all standing committees; and perform and discharge all duties incident to the office of the President and such other duties as may be assigned by the members of the Executive Board.
* The President-elect shall become familiar with the duties of the President and shall automatically succeed to the presidency at the conclusion of the President's term of office.
* The President-elect shall perform the duties of the office in the absence of the President or in the case of inability to act.  When so acting, the President-elect shall have all powers of, and be subject to all the restrictions, placed upon the President, and shall perform such other duties as the members of the Executive Board may specifically prescribe.
* As a thank you for serving in this position, the chapter provides membership reimbursement for all years of service, a $500 stipend in the president-elect and president years to attend the national conference, and complimentary registration to the AZNAPNAP conference

TREASURER *-* two year commitment

The Treasurer shall have charge and custody of and be responsible for all funds and securities of the chapter; receive and give receipts for all monies due and payable to the chapter from any source whatsoever, deposit all monies in the name of the chapter in banks or other depositories as shall be decided by the Executive Board; account for and record all financial transactions by the chapter; reconcile the records with bank statements; prepare and render an annual report to the chapter and to the National Association at the last regular meeting of each fiscal year and whenever requested by the National Association or chapter membership; authorize an annual audit/review of financial records of the Chapter in such manner as directed by the Executive Board and perform such other duties as may be assigned by the members of the Executive Board. The Treasurer shall transfer all account signatures, documents, and bank statements within four weeks of leaving or attaining office

**NON-BOARD POSITIONS**

CONTINUING EDUCATION CHAIR *-* three year commitment

The Continuing Education Chair shall provide the Association with educational programs pertaining to the art and science of pediatrics, the role of the nurse practitioner, pediatric specialists and information of interest to the membership; shall be responsible for maintaining Chapter CEU Provider status and providing CEUs to members via educational programs.

MEMBERSHIP COMMITTEE: no term limit

This committee shall establish criteria for eligibility, review all membership applications and determine eligibility; encourage desirable applicants to apply for membership; formulate and recommend plans for increasing and maintaining membership; send renewal application to current members by January First; and maintain a current record of membership; submit a committee report at scheduled meetings.

CONFERENCE PLANNING COMMITTEE MEMBER- commitment until Fall 2023 conference

* Must be a current NAPNAP member or student member.
* Committee member responsibilities include attending conference planning video meetings, helping acquire sponsors and silent auction items, attending our conference, and volunteering for day-of responsibilities to help us run the conference.
* As a thank you for volunteering on the conference planning committee, members who have contributed consistently on the committee will receive complimentary registration.

WEBSITE AND SOCIAL MEDIA LIASON-no term limit

* Assist in updating ENP network website and post updates on events to social media

GRANT WRITER- no term limit

* Present potential opportunities for grant funding to board and assist in grant proposal creation and submission

EVENT PLANNER-no term limit

* Assist in locating venues to host annual social events or continuing education events
* Seek out opportunities for NAPNAP representation at local community events

FUNDRAISING COMMITTEE-no term limit

* Develop or sustain current fundraising efforts (role will overlap with conference planning committee silent auction).
* Assist in contacting local businesses on behalf of a 501c3/Non-profit organization to elicit donation items for fundraising events
* Assist website/social media chair with communication and advertising events

STUDENT INTERN-1 year commitment

* The AZ NAPNAP Chapter is now accepting applications for 2022-2023 student intern positions!

This is a new position for our chapter, but has been very successful at other NAPNAP chapters for engaging and training our students.

* Interns work closely with executive board members on various AZ NAPNAP projects and on meeting/event planning. It’s a great opportunity to engage with PNP leaders in Arizona while also learning the ins and outs of how a professional board works. As a thank you to our student interns, the AZ Chapter will pay your NAPNAP membership dues.