

# Call for Nominations for Officers 2018-2019

## Washington Chapter NAPNAP

Please self-nominate or nominate a current NAPNAP member for an open officer position.

The nominee for President-Elect and Secretary will be expected to submit a short statement and biography for inclusion on the ballot. The elected position will assume office in June 2018. (First meeting is June 12, 2018)

Please submit nomination and a brief bio and statement of interest to:  
Jennifer Sonney via email [jsonney@uw.edu]: by April 10, 2018.

**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 of President in the absence of the President or in the President's inability to act. When so acting the President-Elect shall have all the powers of and be subject to all of the restrictions placed upon the President, and shall perform such other duties as the members of the Executive Board may specifically prescribe.

### **Selection Guidelines:**

Shall be elected by and from the active membership of the Chapter for the term of one (1) year as President-Elect followed by progression to office of President for one (1) year, followed by one (1) year as Past-President. This position is in total, essentially a 3 year term of office.

### **Time Requirement:**

Approximately 4-6 hours per month

Quarterly Executive Board Meetings (2-3 hours)

### **Primary Functions:**

1. Serves as a voting member of the Executive Board
2. Presides over meetings of the chapter in the absence of the President
3. Participates in leadership development opportunities in preparation for the role as President
4. Serves on the selection panel responsible for selection of distinguished member.
5. Serves as a role model and provides positive mentoring experiences for potential future Washington State NAPNAP leaders

**The Secretary** shall keep and maintain the minutes of the meetings and give all notices that are required to be given by the Chapter bylaws; be custodian of the bylaws, membership roster, and records of the Association. The Secretary shall send copies of Chapter meeting minutes and newsletters to the Membership/Chapter's coordinator of NAPNAP and in general perform all duties incident to the office of Secretary and such other duties as the members of the Executive Board may prescribe.

### **Selection Guidelines:**

Shall be elected by and from the active membership of the Chapter for the term of two (2) years.

### **Time Requirement:**

Approximately 4-6 hours per month

Quarterly Executive Board Meetings (2-3 hours)

### **Primary Functions:**

1. Serves as a voting member of the Executive Board
2. Take meeting minutes at all Executive and General Membership meetings.
3. Sends the meeting minutes to national NAPNAP.
4. Serves on the selection panel responsible for selection of distinguished member.

The following positions are not elected, but let us know of your interest for these two committees via a spot on the ballot where you can write in your name for either committee.

**The Continuing Education Co-Chairperson** has a term of service for (2) years, the first year serving as assistant to the committee chairperson in an apprenticeship role, and then serving as the Continuing Education Chairperson in the second year.

**Selection Guidelines:**

Shall be selected by and from the active membership of the Chapter for the term of two (2) years.

**Time Requirement:**

Approximately 4-6 hours per month

Quarterly Executive Board Meetings (2-3 hours)

Attendance and hosting of annual spring conference and dinner/educational meetings

**Primary Functions:**

1. Coordination of the Chapter's efforts to provide continuing education for members
2. Submitting application to National NAPNAP for approval of Chapter as a continuing education provider (due every three years)
3. Maintain accurate CE records
4. Serves on the selection panel responsible for selection of distinguished member
5. Conduct committee meetings and direct efforts of the Continuing Education Committee members to plan, conduct, and evaluate all chapter continuing education programs

**Legislative Committee Chairperson** (no time limit for this position)

This committee shall identify, evaluate, and advise on political and legislative concerns of advanced pediatric providers in their respective settings; evaluate proposed federal, state, and local legislation for implications for PNP nursing and child health care; and advise the membership in a timely manner of pertinent state or federal proposed law changes. This committee shall appoint a representative to the ARNP's United Board. For more information on what this position entails, email Jennifer Mannheim at: [Jennifer.mannheim@seattlechildren.org](mailto:Jennifer.mannheim@seattlechildren.org)