

## **GENERAL COMPETITION DIVISION BOARD OF DIRECTORS REPRESENTATIVE NOMINATION INFORMATION AND APPLICATION**

**Board of Directors Representative:** The General Competition Division (Associations and Master's Track and Field Committees) shall vote for the representative to the USATF Board of Directors in accordance with Regulation 9.

### **A. Elections:**

1. **Schedule of Elections:** The general election of the General Competition Division Representative to the USATF Board of Directors shall take place at the Annual Meeting two years preceding the Olympic Games.
2. **Eligibility:** All USATF members who are in good standing with USATF, and do not serve on any other national, council, or any elected or appointed body of USATF at the time of such person's acceptance as a Board of Directors Representative. The respective division committee chairs are eligible for nomination.
3. **Core Qualifications:**
  - a. Shall be required to clear a background screen and comply with the USATF SafeSport Program.
  - b. Shall be required to have registered for and attended at least one prior annual meeting.  
Direct experience is preferred in Master T&F and/or Association matters.
  - c. Shall be of high moral character, willing to carefully abide by the USATF Code of Ethics, including conflict of interest disclosures, Safe Sport, background checks, and other stated policies & procedures.
  - d. Shall commit to attending USATF Board meetings held multiple times a year in varied locations or via conference calls.
  - e. Shall commit to participating in both Association and Master's T&F Executive Committee meetings.
  - f. Preferably have experience as an elected or appointed associations administrator, and/or Master's T&F Competitor, or working with Master T&F competitors.
  - g. Preferably have marketing/business/financial background so as to better promote membership within the division and USATF in general.
  - h. Preferably have experience in a professional position.
  - i. Preferably possess a unique skill set, not otherwise represented by other Board members if any.
  - j. Preferably have prior experience on other Boards of Directors, especially non-profits.
4. **Nominations:** At least 90 days prior to the opening general session of an annual meeting a Nominations Panel consisting of one member from each committee shall send out by electronic mail, newsletter and/or by posting on the Associations and/or Master's T&F websites a request for nominations. The request shall include a list of the eligibility requirements and core qualifications.  
Eligible members may self-nominate or be nominated as a candidate for the Board position by submitting a nomination form signed by each candidate may have up to a maximum of five (5) nominators. The nominations must be collectively seconded by at least ten (10) and no more than twenty (20) other members of the General Competition Division in good standing.  
The nomination form shall include the signature(s) of the nominator(s) and seconders, a 200-500 word biographical sketch with photo of the candidate along with a signed

statement by the candidate that the nominated candidate agrees to the nomination.

The nomination email should follow a format which provides the panel with the same information as on previous paper forms: For clarity and completeness, please COPY the text below and PASTE it into the body of the email. Complete it, and send it to the General Competition Division nomination panel Pam Betz: [aecsecretary@usاتف.org](mailto:aecsecretary@usاتف.org) and Rex Harvey: [mtfchair@gmail.com](mailto:mtfchair@gmail.com) **not later than Friday, 28 September, 2018 at 9:00pm EST.**

**GENERAL COMPETITION DIVISION BOARD OF DIRECTORS NOMINEE  
FORM**

*(also refer to the attached application form)*

Name of Nominee

Position Nominee is seeking

Position Nominee currently occupies which qualifies him/her (if applicable)

Nominee's USATF Membership Number

Nominee's email address

Name of Nominator and Secunder(s)

Daytime Telephone

Nominator's/Secunder's USATF Membership Number

Nominator's/Secunder's email address (if other than the account sent from)

The General Competition Division Nominations Panel shall prepare a report of all nominations and seconds, in surname alphabetical order, without indicating preference, and submit to the Organizational Services' Petition Subcommittee of USATF by 60 days prior to the opening general session of the Annual meeting. This report shall be circulated to all nominees and shall be circulated by electronic mail, posting on the Associations and Masters T&F websites and at the check in table at the annual meeting. It shall contain a biographical sketch and photo on each candidate provided by the candidate or his/her nominee(s)

At the annual meeting further nominations may be submitted at the registration desk prior to the scheduled start of the opening session and must be on the standard nomination form. This nomination form must conform to all of the requirements for nominators, seconds, information and acceptance.

5. Eligible voters: Those from the Associations Committee who are eligible to vote are set forth in regulation 14 D2; those eligible to vote from the Masters T&F Committee are set forth in Exhibit E relating to sports committees.
6. Voting: Shall be in accordance with regulation 9.  
First round balloting shall take place on the Saturday of the annual meeting from 7-11:00 a.m. The first round results of shall be posted by 1 pm, or as soon as possible afterwards, in several locations, including the registration center. If necessary, run-off balloting shall take place on Saturday, December 1st from 2-6 p.m. The Organizational Services Committee shall exercise best efforts to have complete results available and posted in writing in several locations, including the registration center, by 7 pm. Protests shall be handled in the same manner as during the first round.

**B. Term of Office:** The term of office for a General Competition Division Board of Directors Representative shall be four years. A Board of Directors Representative may not serve more than two consecutive terms in the same office.

**C. Vacancy in Office:** In the event of a vacancy occurs for the General Competition Division Board of Directors Representative seat, the two committee chairs, with the concurrence of the majority of the respective committee executive boards shall select a candidate to hold office until the next Annual Meeting; at which time an election shall be conducted to vote for a replacement to fill the unexpired term.

*Application on following pages*

USATF General Competition Division Board Member Application

Name \_\_\_\_\_ Phone \_\_\_\_\_

Residence \_\_\_\_\_

Email Address(es) \_\_\_\_\_

Employer \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_

Type of Business \_\_\_\_\_ Primary Service \_\_\_\_\_

Any degrees/certificates held: \_\_\_\_\_

**For the questions below, please feel free to attach separate pages.**

1. Prior board/committee experience \_\_\_\_\_

\_\_\_\_\_

2. Why are you interested in becoming a USATF Board member? \_\_\_\_\_

\_\_\_\_\_

3. Relevant experience and/or employment (attach resume) \_\_\_\_\_

\_\_\_\_\_

4. Area(s) of expertise/contributions you feel you can make to USATF Board \_\_\_\_\_

\_\_\_\_\_

5. Please list any groups, organizations or businesses you could service as a liaison to on behalf of USATF: \_\_\_\_\_

\_\_\_\_\_

6. Other volunteer commitments \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Continued on next page.....*

7. Please state all current and prior business, professional, and personal relationships with members of the USATF Board of Directors, National Office staff, committee chairs, and others holding leadership positions in USATF. \_\_\_\_\_

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8. On a separate sheet(s) of paper, please address these core qualifications:

- b. Shall be required to clear a background screen and comply with the USATF SafeSport Program.
- c. Shall be required to have registered for and attended at least one prior annual meeting.
- d. Direct experience is preferred in Master T&F and/or Association matters.
- e. Shall be of high moral character, willing to carefully abide by the USATF Code of Ethics, including conflict of interest disclosures, Safe Sport, background checks, and other stated policies & procedures.
- f. Shall commit to attending USATF Board meetings held multiple times a year in varied locations or via conference calls.
- g. Shall commit to participating in both Association and Master's T&F Executive Committee meetings.
- h. Preferably have experience as an elected or appointed associations administrator, and/or Master's T&F Competitor, or working with Master T&F competitors.
- i. Preferably have marketing/business/financial background so as to better promote membership within the division and USATF in general.
- j. Preferably have experience in a professional position.
- k. Preferably possess a unique skill set, not otherwise represented by other Board members if any.
- l. Preferably have prior experience on other Boards of Directors, especially non-profits.

*Continued on next page...*

**Personal Data**

Name: \_\_\_\_\_

City/State of Residence: \_\_\_\_\_

\*Please review the matrix below, and check the box under each category where you have real experience or education.

Accounting	
Budget/Finance	
Investment	
Planning	
Media Communications	
Value Creation	
Corporate Management	
Facility Management	
Human Resources	
Strategic Planning	
Real Estate	
Public Relations	
Marketing	
Government Relations	
Governance/Nominating	
Information Technology	
Retail	
Community	
Education	
Insurance	
Sports Operations	
CEO/COO Experience	
Lawyer	