



Organizational Experience that would be beneficial or helpful to the association or the position you are running for. (ANAC and other organizations)

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## Elected Position Descriptions for the American Nurses Association \ California

### **Board of Directors**

**The Board of Directors (BOD)** is the corporate body of ANAC composed of four officers (President, Vice-President, Secretary and Treasurer) and four directors elected by the general membership. To be eligible to serve on the BOD, a person shall hold current membership and must not concurrently serve in a leadership position of another professional organization if such participation might result in a conflict of interest with ANAC.

Refer to ANAC bylaws, Article VII for a complete description of the responsibilities of the Board of Directors. Bylaws are available at [www.anacalifornia.org](http://www.anacalifornia.org) or through the office at 916-447-0225.

**One position for each officer listed and four positions for director available.**

### **Duties of Officers**

**President** of ANAC shall serve as the Official representative of the association and its spokesperson on matters of association policy and position; as the chairperson of the General Assembly, the Board of Directors and the Executive Committee of the Board; an ex-officio member of all committees except the Ballot Committee; and a delegate to the House of Delegates of ANA.

**Vice-President** shall assume duties of the President in the President's absence and shall oversee any necessary review of bylaws, strategic pathways, and Organizational Process and Appeals. The Vice-President shall also oversee planning and preparation for the General Assembly including Awards, Reference and Bylaws activities at the Assembly.

**Secretary** shall be responsible for ensuring that all records are maintained from the meeting of the General Assembly and the BOD, and notifying members and chapters of meetings of the General Assembly.

**Treasurer** shall be responsible for supervising the fiscal affairs of the association and providing reports and interpretations of the financial condition of ANAC to the membership, General Assembly and the BOD.

## Elected Position Descriptions for the American Nurses Association \ California (con't.)

**Director, Nursing Practice** shall focus on understanding, interpreting, and advocating for legislative, regulatory, and policy issues regarding nursing practice.

**Director, Nursing Education** shall focus on understanding, interpreting, and advocating for legislative, regulatory, and policy issues regarding nursing education.

**Director, Health Issues** shall focus on understanding, interpreting and advocating for legislative, regulatory and policy issues relating to health.

**Director, Membership and Communications** shall focus on membership recruitment, retention, and resources. This director's responsibilities will include oversight of the newsletter, website, list-serves (Yahoo groups), archives, chapter development, and public relations

**Ballot Committee:** Responsible for developing and ensuring the integrity of the ballot and election process. (Five positions available)

**ANA Delegate** will attend and participate at the ANA House of Delegates in conjunction with the ANA biennial convention in Washington, DC, June/July biannually. There are eight to twelve seats available (depending on current membership). One position is automatically filled by the ANA/C President. All persons who choose to run for this category and who are not elected by vote, serve as alternates in the event space becomes available.

### Terms of Elected Positions

All terms are for two years, ending upon election of successors in 2013.

If elected or appointed, I consent to serve.

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please submit a short paragraph or two about yourself and your qualifications for the position you are running for, include any current or past positions that will assist you and any future ideas that you would like to see implemented during your service on the board or other positions. This information will be included in the candidate information packet sent to all voting members of ANA\California.

All consent to serve forms must be post dated and received by the ANA\California office by the posted date. Fax to: 916-442-4394 or mail: ANA\C, 1121 L Street, Suite 409, Sacramento, CA 95814. Questions please call 916-447-0225.