

2018-2019 Nominations for Officers - (Nominate One)

Nominees for office are required to be current members of the SETC organization.

President

- Presides at all meetings of the membership
- Calls/presides at Board of Directors meetings and Executive committee
- Appoints special committees as he/she deems necessary
- Appoints standing committees

Nominee _____

- Visionary
- Organizer
- Strategist
- Excellent communication and listening skills

Past President

- Serves as Parliamentarian
- Represents past leadership
- Offers experience and information
- Actively contributes to the discussions

Nominee _____

Nominee can be any individual who has served as President of SETC.

A list of past presidents can be found at

<http://www.setc.org/leadership/past-presidents>

Vice President of Administration

- Organizes all reports from Committees, Divisions, States
- Leads Administration Advisory Council
- Responsible to the corporation

Nominee _____

- Interface
- Strong verbal skills
- Good listener

Vice-President of Services

- Plans and organizes convention workshops and events with central office staff
- Leads Services Advisory Council
- Understands all aspects of the organization
- Shows broad knowledge of theatre

Nominee _____

- Organized and detail oriented
- Excellent communication and listening skills
- Team player/leader
- Comfortable with 'big picture'

Vice President of Finance/Treasurer

- Represents the membership's financial interests
- Reports finances to the corporation
- Member Endowment and Finance Committees
- Maintains accounts and investments

Nominee _____

- Cross-referencing financial reports
- Detail-oriented
- Meticulous

Secretary

- Responsible to the corporation
- Strong verbal skills
- Creates the legal record of the corporation
- Good listener

Nominee _____

- Coordinates development of minutes
- Files/signs reports as necessary

Vice-President of Divisions

- Division Liaison
- Understands all aspects of the organization
- Shows broad knowledge of theatre
- Organized and detail oriented

Nominee *Division Representatives submit nominee*

- Excellent communication and listening skills
- Team player/leader
- Comfortable with 'big picture'

Vice-President of States

- States Liaison
- Understands all aspects of the organization
- Shows broad knowledge of theatre
- Organized and detail oriented

Nominee *States Representatives submit nominee*

- Excellent communication and listening skills
- Team player/leader
- Comfortable with 'big picture'

Nominations Committee (Nominate FOUR) will review all nominees and develop the ballot that will be presented to SETC membership at the Business Meeting, March 10, 2018.

1 _____

2 _____

3 _____

4 _____

Suzanne M. Davis Award: _____

Past recipients may be found at: <http://www.setc.org/scholarships-awards/suzanne-davis-award>

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