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Dear ASPMN® Member:

The Nominating Committee is conducting the Call for Nominations to the 2019-21 Board of Directors/Nominating Committee slate. The positions that will be elected by the membership in 2019 are: one President-Elect, one Secretary, three Directors and two Nominating Committee Members. Positions begin terms in September, 2019.

Review the attached criteria carefully to acquaint yourself with each position. This information will assist you in recommending for nomination the best candidate for the office. It is our goal to offer more than one candidate for each office; however, this is dependent upon receiving a sufficient number of nominations for each office from the membership.

You may recommend yourself or another ASPMN® member for nomination by completing the electronic submission form. All recommendations **MUST BE RECEIVED BY April 28, 2019** to be considered for the slate of candidates.

Recommendations should be electronically submitted to ASPMN®'s Executive Office at the following link: <https://vtnw.com/elections/org/aspmn/nomination.html>.

Within two days of receiving the Recommendation for Nomination, an e-mail acknowledgement will be sent by the Executive Office to the nominee. If such acknowledgement is not received within that time frame, please contact the ASPMN® Executive Office at (888) 34-ASPMN.

The slate of candidates will be compiled by the Nominating Committee and reviewed by the Board of Directors. The 2019 ASPMN® election will be conducted electronically. In June 2019, all ASPMN® voting members in good standing with a current e-mail address on file with the Executive Office will receive an e-mail containing voting instructions and a link to the candidate information and ballot. The voting system will display the candidates' biographical summaries and photographs for review prior to voting.

ASPMN® members who do not have an e-mail address on file with the Executive Office will receive a postcard notification with instructions on how to access the electronic voting process or a printed version of the packet will be sent to them. Therefore, it is very important that the Executive Office has your correct e-mail address. Members without personal computer access may be able to access a computer at your local library or place of employment in order to participate in this process. You may update your contact information by email: [ASPMN@kellencompany.com](mailto:ASPMN@kellencompany.com) or telephone: 888-34-ASPMN.



## CALL FOR NOMINATIONS

### Position Overview:

**President-Elect** -- shall work closely with the President and assist with leadership duties as required; directly mentored by the President during the first term of office. Must have demonstrated a variety of leadership skills (e.g. consensus building, public speaking, and facilitating dialogue) within the Society, such as: member of Board of Directors, Committee Chair, Workgroup Leader or Chapter President. This is a three-year commitment to serve as President-Elect, President, and Immediate Past President. The President-Elect is a member of the Executive Board of Directors.

**Secretary (1)** - - shall record the minutes of all meetings of the members and of the Board of Directors. Participates in Board activities for the Society and serves as a member of the Executive Board of Directions. This is a two-year term.

**Director (3)** - - shall supervise the affairs and conduct the business of ASPMN®. Directors provide the leadership for achievement of ASPMN® goals ASPMN® in keeping with the mission, core values and strategic plan. Must have demonstrated leadership qualities within the organization. This is a two-year term.

**Nominating Committee (2)** -- shall prepare a slate of candidates for upcoming election cycle. This is a two (2) year staggered term that consists of 50% new committee members and 50% experienced members from previous year. The committee members are led by the Immediate Past President who serves as Chair. A candidate must have been an active member of ASPMN® for a minimum of one year preceding nomination.

**BALLOT PREPARATION:** The ASPMN® Nominating Committee will review every application with the goal of developing a qualified slate of candidates representing a variety of geographical locations, pain management sub-specialties, and experience. Every effort will be made to select at least two candidates for each office. All persons nominated will receive a confirmation from the Executive Office directing them to provide a CV, evidence of current Nursing license and professional letter of recommendation.