



ASSEMBLY NOMINATING COMMITTEE: **ROLE AND RESPONSIBILITIES**

CHARGE:

- The Nominating Committee's charge is to select a slate of candidates to serve as:
 - a) Assembly Chair (every two years)
 - b) Program Committee Chair-elect (on an annual basis)
 - c) Nominating Committee Members (2 selected on an annual basis)
 - d) Other candidates as necessary
- The Nominating Committees are made up of a Chair and 2 members; the immediate past Assembly Chair transitions to the role of Nominating Committee Chair for a one year term, and the members are elected by the Assembly Membership online via the ATS website. Election results are announced during the ATS International Conference in May.

NOMINATING COMMITTEE CHAIR:

- The immediate past Assembly Chair will automatically transition to this role for a 1yr. term. Should the immediate past Assembly Chair choose to decline the appointment the current Assembly Chair will appoint a nominating committee chair.
- The ideal candidate will be able to project the leadership needs of the Assembly for 1-2 years and match those needs with a slate of qualified candidates.
- The Chair works in conjunction with the other two committee members to select and confirm candidates for election ballots.
- The Nominating Committee Chair serves as a member of the Assembly Executive Committee.

NOMINATING COMMITTEE MEMBERS:

- It is essential that all members of the Nominating Committee have prior Assembly experience and possess the ability to match the leadership needs of the Assembly with potential candidates.
- A special appointment may be made by the assembly chair to include an International Member on the committee. This will ensure that consideration is given to our International Members and that the committee is well balanced. This appointment is made if the final assembly election results does not include an international candidate.

MEETINGS:

- The Nominating Committee will not have a face-to-face meeting. Usually, a conference call, arranged by the ATS Office, is held to carry out the Committee's Charge.