

Brief Description

As a member of the Nominating Committee, this position identifies, screens and selects qualified individuals to be placed on the ballot for election to the national offices of the Academy of Nutrition and Dietetics.

Term Length

3 years

Qualifications Specific to This Position

- Possesses a strong understanding of the Academy, its strategic direction and the requirements for effective functioning in national association leadership positions.
- Has an extensive network of Academy members nationally and/or through state affiliates.
- Communicates effectively and with self-confidence, has critical thinking and evaluation skills, is able to work with a team to put the needs of the organization first in order to reach consensus.
- Participation in national Academy and/or affiliate activities within the past eight (8) years.
- Academy member in Active or Retired categories.
- Certified by the Commission on Dietetic Registration, preferred.

The [universal skill set](#) applies to all positions on the national ballot.

Core Functions of This Position

Fully participates in the required activities of the Nominating Committee, including promoting nominations to professional networks, evaluating submissions, conducting and reviewing interviews, making final selections for the ballot, promoting elections and notifying candidates.

Nominating Committee Roles and Responsibilities

- Evaluates, screens and selects candidates for the national ballot.
- Identifies two final candidates for election to each national office as identified in Article VII, Section 1b of the Academy Bylaws.
- Informs candidates and Academy members of ballots and election results.
- Evaluates and analyzes nominations and elections processes

Commitment

All Nominating Committee members are expected to attend and fully participate in six mandatory virtual meetings, in addition to leadership recruitment, scoring nominee packets, conducting virtual interviews and completing final assessments, ballot selection, election promotions and notifications. (Note: The bulk of these activities occur September through December).