



MEMO

DATE: April 2010

TO: Society Membership

FROM: Warren K. Brown, CSP, ARM, CSHM
Nominations and Elections Committee Chairman

**RE: SOCIETY ELECTIONS – 2011
SOCIETY LEVEL OFFICES**

We are beginning the nominations process for the 2011 Society election. We are seeking qualified nominations for offices of Senior Vice President, Vice President-Professional Affairs, Vice President-Professional Development, Regional Vice Presidents and Area Directors.

In accordance with Society Bylaws, the Nominations & Elections Committee will nominate two candidates for each of the following positions:

Senior Vice President	-	one-year term
Vice President, Professional Affairs	-	two-year term
Vice President, Professional Development	-	two-year term

The following criteria are required for candidates to qualify for Senior Vice President.

- Must be a Professional Member prior to taking office.
- Has been involved in Society affairs on a national level.
- Has made identifiable contributions to the Society and to the safety profession.
- Has demonstrated support of Society objectives and purposes.
- Has the potential of representing the Society in a professional manner.
- Understands the responsibility and obligations of the chief elective officer in ASSE.

The Senior Vice President chairs the Council on Member/Region Affairs. This is a very important position in the Society and succeeds to President-Elect and President in subsequent years.

The Vice President of Professional Affairs chairs the Council on Professional Affairs. The Vice President Professional Development chairs the Council on Professional Development.

Please see the enclosed Criteria for Candidates for Society Office, position descriptions and accountability letters for more information.

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Senior Vice President, Vice President-Council on Professional Development, Vice President-Council on Professional Affairs.

Members who want to be considered for nomination for the above offices in the 2011 Society Elections shall be requested to forward the following documents before being considered as a candidate:

- completed Society Office Candidate Form. (Actual form obtained from Society Headquarters),
- work related resume,
- proposed 250 word biography.
- proposed platform statement (limited to 1000 words for Senior Vice President, limited to 300 words for all other offices).
- Signed employer's statement of support addressed to the N&E Chair.
- Signed letter of intent to run for office.
- Signed Standard Accountability Letter for the position (see SOG 6.34).
- Signed Financial Conflict of Interest Statement (see SOG 6.34).

This shall be done according to the time line established by the ASSE Nominations and Elections Committee. The information shall include education and certification data, a work history, and an outline of ASSE activities at both local and Society levels with emphasis covering the immediate past five (5) years; plus information on other volunteer efforts. Emphasis should be placed on results and outcome of activities. Prospective candidates should contact Terry Wilkinson, 847-768-3420, or Dolores Kopp, 847-768-3447, to receive all necessary forms and documents for submission. This information should be received by August 15, 2010.

Send to: Terry Wilkinson, Ph.D., CSP, CAE
Director, Member/Region Affairs
American Society of Safety Engineers
1800 E. Oakton
Des Plaines, IL 60018-2187

Your prompt attention to this matter is appreciated and will assure that we have qualified leadership for the future.