

USNA 2025 NOMINATION FORM

DUE APRIL 25, 2025

I, _____, hereby nominate the following USNA member in good standing to hold the office in the Association.

Nominee Name: _____

Address: _____

Telephone #: _____ Email: _____

OFFICES FOR ELECTION 2025

PRESIDENT ELECT: President Elect serves a three-year term. One as the President Elect, one as President, and one as Past President. The elected person will serve as a member of the Board of Directors, and work closely with the President and Board of Directors. The President Elect presides at all the meetings in the absence of the President. The President Elect automatically takes office at the expiration of the current President's term. As the Past President, this official serves as a consultant and member of the Board of Directors.

VICE PRESIDENT: This is a two-year position. The Vice President, along with the Conference Committee, plans and organizes the 1-day virtual Fall Conference and the 2-day In-person Spring Conference. This is also a time for nurses from all over the state to collaborate together. Vice President and their committee helps determine the Conference budget, scouts and books venues, invites presenters and vendors, sets the agenda, and coordinates continuing education credits.

TREASURER: Manages the financial affairs of the Association. Manage checking account by collecting reimbursement forms, reviewing bank statements, balancing checkbook, and sending out budget reminders to members before monthly meetings.

NOMINATIONS CHAIR: Announce to the USNA membership the USNA Board positions that are up for election. Encourage members to run for open positions. Create an Office Nomination Form that outlines the roles of each open position. Distribute to candidates. Have each candidate create a Bio to to post on the USNA website prior to Spring Conference. Create a ballot for Spring Conference. Ask candidates to prepare a 1 minute speech to introduce themselves to the USNA membership at Spring Conference. At Spring Conference: Introduce candidates, set-up the ballot box, count ballots. Announce the newly elected board members at the end of Spring Conference.

AWARD COMMITTEE CO-CHAIR: Works alongside current Award Committee chair and helps coordinate annual recognition for School Nurse of the Year, School Nurse, Administrator of the Year (every other year,) Mary ITO School Nurse Recognition, and any other awards related to USNA. Seeks to obtain nominations for all award categories. . Help with any other awards the USNA President wants to give during that year.

PROFESSIONAL REVIEW COMMITTEE CHAIR: The Chairperson will attend USNA Board meetings, and report and present on the Professional Review Committee's position statements. A vote from the USNA Board will be obtained prior to making position statements public. The Professional Review Committee will use evidence-based research to formulate position statements for the Utah School Nurse Association for the support of School Nurses in the State of Utah. The Professional Review Committee Chairperson will attend meetings to collaborate with other professional committees to create professional associations and foster supportive relationships.

The office for which I wish to be nominated: _____.

I consent to be nominated for the above office. My membership dues for the Association are current and

I am in good standing with the Association. If elected, I commit to serving my term in office.

Signature of Nominee: _____ Date: _____

Please return form to Heather Ridge at heather.ridge@canyonsdistrict.org