

# CALL FOR NOMINATIONS

for the

## 2011 MMANC BOARD OF DIRECTORS



Municipal Management Association  
of Northern California

opportunity | networking | growth

Are you looking for ways to further develop your leadership skills? Need inspiration and fresh energy? Do you want to connect with others in local government, who share your passion for the profession and seek to share experiences and ideas? Have you ever wondered how you could get more involved and take advantage of your MMANC membership?

The time is now. Consider running as a candidate for the 2011 MMANC Board of Directors. The MMANC Elections Committee is soliciting candidates to run for the 2011 Board of Directors. Don't be shy—nominate yourself! Ignore the voice in your head that suggests you are too busy and over worked. You can do this—and you should do this. It will be good for your career. The Elections Committee is looking to fill the following positions: President, Vice-President, Secretary, Program Director, Membership Director and Regional Co-Chairs.

### HOW TO SUBMIT A NOMINATION

You may nominate yourself if you are a MMANC full member in good standing. To submit nominations please email a statement of interest (less than 250 words) to [elections@mmanc.org](mailto:elections@mmanc.org) **no later than Friday October 29, 2010 at 5:00 PM**. A typical statement may include biographical information, your reason for running, and what you want to accomplish on the Board.

### THE ELECTION PROCESS

Statements of interest will be posted on the MMANC website. The elections will be held electronically from November 4-18. The incoming Board will take office January 1, 2011.

### TIME COMMITMENT

Board members can expect to commit an average of 10-15 hours a month to MMANC. The hours vary depending upon the office and the activities undertaken. This commitment includes but is not limited to regular attendance at quarterly Board meetings. The term for each position is one year, except for the Treasurer and Region Chairs, which is two years.

### DUTIES

Following are the duties of each position. For more information about any of these positions and a listing of the current Board, please visit the MMANC website:

<http://www.mmanc.org/AboutMMANC/BoardofDirectors/tabid/96/Default.aspx>

**President:** The President oversees the policies and programs, general affairs, and work of the organization and Board. The President presides at official meetings; serves as primary liaison to MMANC corporate partners; establishes non-standing committees; appoints all committee chairs not identified in the by-laws; and represents the organization at activities. The President also serves as an ex-officio member of all MMANC committees.

**Vice-President:** The Vice-President services as chair of the annual conference; handles special projects assigned by the President; and acts as the President in his/her absence.

**Secretary:** The Secretary has custody of the organization's by-laws, records, and documents; keeps and publishes a record of meetings and activities of the organization; and directs communication activities of the organization such as the MMANC newsletter.

**Program Director:** The Program Director coordinates and assists Region Chairs with regional programming; works with other organizations and educational institutions to promote MMANC programs; and helps ensure high-quality programs throughout the year.

**Membership Director:** The Membership Director coordinates membership information along with requests for new membership and renewals; chairs the Membership Committee; and promotes the benefits of MMANC activities and membership.

**Region Co-Chairs:** Region Co-Chairs implement regional events and meetings on a variety of topics. Region Co-Chairs assist in membership recruitment and retention; and provide leadership/direction through attendance and involvement at Board of Directors meetings.

### The Time is Now. Consider being a part of the MMANC Board.

Take your career to the next level by serving on the MMANC Board of Directors. It is an excellent opportunity to grow as a leader and help run one of the nation's largest organizations for developing local government leaders. If you have questions or would like more information about the positions or the elections process, please contact Nancy Hetrick at [elections@mmanc.org](mailto:elections@mmanc.org) or 408-437-5400.