Nominee Requests

Task Force members interested in being considered by the nominating ad-hoc committee shall submit their nominee request to staff no later than October 1.

Nominee requests should include nominee name, the position they want to be nominated for, the date appointed to the task force, a brief description, no more than one paragraph, explaining why they want to serve as an officer, and any special qualifications they may have. This information may be made public.

Nominees should ensure they meet recommended eligibility criteria prior to submitting their nominee request. Submitting a nominee request will be considered as intent to accept the nomination should they be recommended by the ad-hoc committee. A designee of the ad-hoc committee may contact nominees individually to confirm intent to accept a nomination.

Nominee Recommended Eligibility:

- Member must be in good standing
- Member must meet minimum attendance requirements
- Member must have served on at least one subcommittee and taken an active role
- Member with at least one year of service on the task force (candidate for vice chair) and two years of service (candidate for chair)

Officer Descriptions (based on KHCG TF past practice)

Chair

- Encourage full participation in decision making.
- Set agenda in consultation with Staff Liaison.
- Conduct/chair meeting.
- Reflect decisions and policies of the Task Force
- Assume leadership role in legislative efforts.
- Make reports at Task Force meetings as needed.
- Review and make suggestions on continuing needs for committees.
- Assume lead role on Policy Subcommittee

First Vice Chair	**Second Vice Chair**
- Assume responsibilities and assist Chair as necessary. - Make reports at Task Force meetings as needed. - Act as Chair in presiding officers' absence. - Assume lead role on Events Planning Subcommittee	- Assume responsibilities and assist Chair as necessary. - Make reports at Task Force meetings as needed. - Act as Chair in presiding officers' absence. - Assume lead role on Adopt-a-Block Subcommittee