



2024 NAPSA Elections – Call for Nominations

All active members are encouraged to nominate individuals to serve the NAPSA Board for the following positions with terms beginning January 1, 2025:

- Secretary (Officer)
- Treasurer (Officer)
- Federal Director
- Northwest Region Director
- Southwest Region Director

(Position Descriptions provided below)

According to the Bylaws, to be elected as an Officer or Director, a candidate must be a member in good standing; prior experience on the Board of Directors is required for the Secretary and Treasurer positions, unless otherwise determined by majority vote of the Board. No Board member may serve more than 12 consecutive years on the Board.

You may self-nominate or recommend a colleague. However, as the time of submission of the nomination, the candidate themselves must submit a brief statement of less than 200 words indicating their qualifications/reason for seeking the position, willingness to run for office and willingness to perform the duties as required. Each individual can only be nominated for one elected position. Duplicates will be addressed by the Executive Director.

Nominations must be submitted by October 9, 2024 by using the following online form:

<https://www.surveymonkey.com/r/NAPSA2024>

POSITION DESCRIPTIONS:

- **Secretary (Officer)**

- Duties of the Secretary include, but are not limited to, ensuring Bylaws are up to date, providing oversight to Stakeholder Representatives and taking meeting notes when necessary. The Secretary serves a three-year term (to end December 31, 2027).

- **Treasurer (Officer)**

- Duties of the Treasurer include, but are not limited to, presenting the annual budget to the Board, reporting at the Annual Business meeting on the fiscal business of the Association and providing oversight of the fiscal responsibilities of the Board. The Treasurer's accounts and annual reports shall be subject to an annual audit. The designated bank and/or accounting services for the Association are subject to approval by the Board.

The Treasurer may serve as an authorized signatory on contracts with which the President or President Elect has a conflict of interest. The Treasurer serves a two-year term (to end December 31, 2026). The Treasurer can serve no more than two consecutive terms.

- **Federal Director, Northwest Region Director and Southwest Region Director**

- Regional Directors, including Federal Director, will have duties including, but not limited to, working directly with members in their region and providing regular updates to the Board regarding regional activity. Directors serve a three-year term (to end December 31, 2027).
- Location:
 - Federal Director
 - Must be a practitioner within federal pretrial services
 - Northwest Region Director
 - Must be a practitioner in one of the following jurisdictions: Alaska, Washington, Oregon, Idaho, Montana, Wyoming, North Dakota, or South Dakota
 - Southwest Region Director
 - Must be a practitioner in one of the following jurisdictions: Hawaii, California, Nevada, Utah, Arizona, Colorado, or New Mexico, Guam
- Preferred candidate for each position will have a minimum of six years' experience in the field of Pretrial Services including leadership, program administration, or community activism and will be a champion of best practices. Must commit to an average of 10-15 hours a month to the Board; travel is required twice a year for Board meetings and participation in monthly Board calls is expected. Specific duties include, but are not limited to:
 - Work directly with members in assigned region;
 - Provide regular updates to members regarding regional activity;
 - Coordinate membership with affiliate states;
 - Regularly attends Board meetings and important related meetings;
 - Make serious commitment to participate actively in committee work;

- Volunteer for and willingly accepts assignments and completes them thoroughly and on time;
- Stay informed about committee matters, prepares themselves for meetings, and reviews and comments on minutes and reports;
- Get to know other committee members and builds a collegial working relationship that contributes to consensus;
- Is an active participant in the committee's annual evaluation and planning efforts; and
- Participate in fund raising for the organization when/where applicable.