

SCPTA Searching for Board Members

We need candidates to serve as officers on the SCPTA Board of Directors.

If you are interested in serving or know someone who would like to serve our children at the state level, please let us know. The following positions are available:

President-Elect: 1-year term as president-elect and 2-year term as president

Vice President of Legislation: 1-year term

Treasurer: 2-year term

Secretary: 2-year term

Nominate yourself or someone else by completing the attached Nomination Form. The Application form is included for the nominee to complete.

Job descriptions are included for the following available positions: President-Elect, Vice President of Legislation, Secretary and Treasurer.

Please mail or scan your forms to the state office by February 4, 2018.

We appreciate your service to PTA/PTSA.

With regards,

2018 State Nominating Committee

SCPTA Leadership Nomination Form

The PTA Nominating Committee is now accepting nominations for the following Executive Officer positions for next year's PTA Executive Committee: President-Elect, Vice President of Legislation, Secretary and Treasurer. We welcome all nominations and will strive to create a diverse and balanced roster of applicants that accurately represents our schools' demographics. Our goal is to see that every parent has a voice on our PTA and is given the chance to become actively involved in enriching the educational opportunities at our schools. You may nominate as many candidates as you choose; however, you must use a separate form for each recommendation.

Thank you for supporting PTA!

I wish to have the PTA Nominating Committee consider the following person:

Name _____
(Please print.)

Address _____

Phone (_____) _____

Email _____

This nomination is for the following position(s):

- _____ President Elect
- _____ Vice President of Legislation
- _____ Secretary
- _____ Treasurer

Describe this person's qualifications for office and fitness to serve. Please attach any other information about this candidate (limited to one page) that may be helpful in assisting the Nominating Committee. Previous volunteer experience is helpful, but not a prerequisite.

Submitted by _____ Date _____
(Please print.)

Return form to SCPTA office at 1826 Henderson St., Columbia, SC 29201 or office@scpta.org.

DEADLINE for submitting this form: 2/4/2018.

The Mission of the PTA

- To support and speak on behalf of children and youth in the schools, in the community and before governmental bodies and other organizations that make decisions affecting children;
- To assist parents in developing the skills they need to raise and protect their children; and
- To encourage parent and public involvement in the public schools of this nation.

The Purposes of the PTA

- To promote the welfare of children and youth in home, school, community, and place of worship.
- To raise the standards of home life;
- To secure adequate laws for the care and protection of children and youth;
- To bring into closer relation the home and the school, that parents and teachers may cooperate intelligently in the education of children and youth;
- To develop between educators and the general public such united efforts as will secure for all children and youth the highest advantages in physical, mental, social and spiritual education.

Each candidate will complete and submit the following form.

APPLICATION FORM

Nomination for _____
(Specify board position. Please print.)

Name _____ **Telephone** _____

Address _____

Email _____

Please answer the following on a separate sheet:

1. Positions held in local, council, district, and/or South Carolina PTAs.
2. Qualifications for leadership and achievements as they apply to this position.
3. Other Qualifications.
4. What are your goals as regards SCPTA?
5. How does that relate to the position that you are nominated for
6. Where do you see SCPTA a year from now? 5 years from now?
7. What is the most pressing issue facing SCPTA right now? How would you deal with this issue?
8. Where would you like to see SCPTA 5 years from now?
9. What is the importance of membership to SCPTA? What is the relevance of membership of the position you are applying/been nominated for?
10. I agree with National PTA's mission and purposes and am currently a member of _____ PTA/PTSA. If elected, I agree to attend the Board of Directors and Committee Meetings, to travel on speaking and service assignments to units and to attend and participate in the SCPTA Leadership and Legislative Conferences and SCPTA Convention to the best of my ability.

Signature of Person Nominated

Signature of Person Submitting Form

Print Name of Person Nominated

Print Name of Person Submitting Form

Return form to SCPTA office at 1826 Henderson St., Columbia, SC 29201 or office@scpta.org.

DEADLINE for submitting this form: 2/4/2018.

Job Descriptions

The following positions are available: President-Elect, Vice President of Legislation, Secretary and Treasurer.

President-Elect

- Be a member of a local PTA,
- Serve as a member of the board of directors,
- Serve as a member of the finance committee,
- Serve as a member of the resource and development committee,
- Serve as chair-elect of the national council of states,
- Perform the duties of the office of president in the president's absence or when the president is unable to perform these duties,
- Perform other duties as assigned by the president or the board of directors,
- Be prepared to conduct media interviews as assigned by the president
- As assigned, represent the association before constituent bodies and other associations
- Communicate regularly with the chief executive officer and president in governing National PTA,
- Support the president in moving the organization to achieve outcomes defined by the strategic plan,
- Demonstrate/embody the values of SCPTA,
- Undertake the necessary leadership development to fulfill the role of president,
- Actively participate in the annual giving campaign,
- Be available for extensive travel.

Vice President of Legislation

- Participate in the Legislative Conference and other training opportunities;
- Provide input on legislative documents and activities designed for the membership;
- Assist staff with promoting increased participation of the membership in advocacy opportunities;
- Advise national leaders and staff regarding member interests;
- Share expertise and skills at local, state, and national forums;
- Be available to advocate for National PTA positions in Washington and in local communities;
- Identify organizations and other resources that compliment the work of National PTA;
- Report back to SCPTA advocacy staff on federal policymaker contacts and other matters when appropriate;
- Be available to perform other duties as assigned.
- Be a member of a local PTA,
- Serve as a member of the board of directors,
- Serve as financial officer and secretary for the corporation,
- Serve as chair of the finance committee,
- Shall give notice of each meeting as provided for in the National PTA bylaws,
- Report the financial status of National PTA to the board of directors and annual convention body,
- Perform other duties as assigned by the president or the board of directors,

- Actively participate in the annual giving campaign.

Secretary

- Shall accurately record the business affairs and financial transactions of the Board.
- Shall make these records available for reference and reporting when called upon to do so.
- Shall carry on such correspondence as may be delegated to him/her.

Treasurer

- Shall accurately record the business affairs and financial transactions of the Board.
- Shall keep a full and accurate account of all receipts and expenditures.
- Shall make disbursements in accordance with the budget or as authorized by the Executive Board.
- Shall present these records for reference and reporting when called upon to do so.
- Shall serve as chair of the Finance Committee.