



2021 Self-Nomination Form

Use this form to **nominate yourself** for any of the positions listed below. Active members are eligible to be nominated for all positions; however, if you are elected as both a local and state delegate to the NEA Convention, you will be required to designate which status you choose prior to certification of delegates to FEA. Complete the form and email to HCTAelections@gmail.com on or before 5:00 p.m. on Friday, February 12, 2021.

PLEASE PROVIDE NOMINEE INFORMATION:

Name as it is to appear on the ballot

Shirt Size

Cell Phone (Required)

Personal E-Mail Address (Required)

WORKSITE LEADER *Provide the name of the worksite for which you are submitting a nomination:

Work Location

Worksite Leaders are elected annually

HCTA EXECUTIVE BOARD POSITIONS

Any member of the Association who has served at least one year as a Worksite Leader may be eligible to self-nominate or be nominated for a seat on the Executive Board. Place a check mark next to the position for which you are submitting a nomination:

1st Vice President (3 year term)

Middle School Director (1 year term)

High School Director (1 year term)

Elementary Director (1 year term)

At-Large Director (1 year term)

STATE (FEA) AND NATIONAL (NEA) CONVENTIONS *Place a check mark next to any for which you are submitting a nomination:

Local delegate to the FEA Delegate Assembly (Orlando, FL October 14-16, 2021)

Local delegate to the NEA Representative Assembly (Virtual July 2 – July 6, 2021)

State delegate to the NEA Representative Assembly (Virtual July 2 – July 6, 2021)

Persons who are not elected in the initial balloting will be placed in descending order of the votes received. In the event that additional delegate seats are awarded or alternate delegates are necessary, such delegate seats will be offered in descending order. Stipends given to assembly/convention delegates may not cover all costs! Delegates receiving stipends must submit receipts or be subject to a form 1099.

A local delegate to the NEA Representative Assembly is required to attend all sessions at the Assembly and state caucus meetings. HCTA will provide a stipend, as long as the delegate performs their obligations by attending all sessions at the Assembly and state caucus meetings.

A state delegate to the NEA Representative Assembly is eligible for a stipend from FEA, as long as the delegate performs their obligations by attending all sessions at the Assembly and state caucus meetings. Please note that if the NEA Representative Assembly is virtual FEA does not provide a stipend.

A local delegate to the FEA Delegate Assembly will be provided a double-occupancy hotel room paid for by HCTA, plus a stipend for the Assembly as long as the delegate performs their obligations at the Assembly.

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Article III - Powers and Duties of Officers

Section 2. Vice Presidents

The Vice Presidents shall assist the President and the Executive Board in carrying out the work of the Association.

A. The First Vice-President shall:

1. serve as the association training coordinator, committee coordinator, and as an ex-officio member of any committee.
2. assume the duties of the president as assigned to him/her by the Executive Board in the event of the President's absence or incapacitation.
3. become President if the office of President is declared vacant.

C. The duties of the Vice-Presidents may be determined or adjusted by the President and as approved by the Executive Board on an as needed basis.

Article IV - Powers of the Executive Board

The Executive Board shall be responsible for the management of the Association, appropriate all expenditures, carry out policies established by the Representative Council, report its transactions and those of the Council to the members, suggest policies for consideration by the Council, develop workshops and training conferences for all representatives, and may be assigned as liaisons to standing and ad-hoc association committees.

Article VI - Worksite Leaders

Section 4. Duties of Elected Worksite Leaders

- A. Actively promote Association membership to potential members.
- B. Engage members and potential members in the mission and goals of the Association.
- C. Advance the cause of the teaching profession by modeling the principles of professional conduct.
- D. Learn the contract in order to advocate effectively for the members of the worksite.
 - a. Communicate with Association leadership and site administration when a violation of the contract has or may occur.
 - b. Assume responsibility for monitoring timelines associated with the grievance process.
- E. Attend Representative Council meetings and distribute information to site members.
- F. Hold regularly scheduled site meetings.
- G. Act as a liaison between association members and association leadership.
- H. Upon a member's request, provide representation at meetings between a member and an administrator, taking notes and clarifying issues to be resolved.
- I. Conduct all HCTA school site balloting.
- J. There will be one designated lead Worksite Leader per site for the purpose to serve as the main contact person with administration and association.