**Sigma Theta Tau International**

**Beta Iota Chapter**

**Leadership Succession Committee**

**Committee:** Leadership Succession Committee

**Report To:** President

**Term of Service:** The term of office is two years beginning July 1 and ending June 30

of the second year. Members are limited to one term.

**Purpose:** The *Beta Iota Chapter Bylaws* state that the Leadership Succession

Committee shall develop members in organizational leadership roles across the span of their careers, mentor members to assume

organizational board and officer positions at all levels of the

organization.

**Composition:** The Leadership Succession Committee shall consist of three (3)

elected members. The president shall appoint a chair of the committee from those elected.

**Qualifications:** Leadership Succession Committee members shall:

1. Be an active member in the Beta Iota Chapter

2. Consent to serve in the position and be elected by a majority vote of the Directors.

**Responsibilities:** The responsibilities of the Leadership Succession Committee are:

1. Attend committee meetings and, if chair, plan and conduct the meetings.
2. Oversee the selection of well-qualified members who can provide the necessary leadership to achieve chapter goals and to meet the needs of the members. Select at least two nominees for each office (preferable).
3. Ensure that the position descriptions and application forms are current and available for members (e.g., post on chapter website).
4. Ensure that each candidate meets the specific qualifications of the position, obtain a consent-to-serve for each candidate, and present list of candidates to the Board of Directors.
5. Oversee the preparation of the ballot, the online election process, and the notification of elected officers.
6. Provide direction to the Leadership Development Advisory Council for the development of chapter leaders.
7. Oversee the new member mentoring program and Chapter Leader Intern program (if programs exist).
8. Inform chapter leaders of international and regional positions and recommend to the BOD the nomination of chapter members who are potential candidates for such positions.
9. Collaborate with the Communications Advisory Council to publicize appropriate election details (e.g., Call for Nominations) and to inform members about chapter leader development opportunities at the local, regional, and international level.
10. Submit a verbal or written committee report as appropriate to the Board of Directors and membership.
11. Collaborate with other committee and advisory council members to facilitate continuity of chapter programs, activities, and events.
12. Develop and maintain policies and procedures related to the Leadership Succession Committee and Leadership Development Advisory Council.
13. Attend chapter programs, activities, and events.

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**Beta Iota Chapter**

**Nomination Form for Elected Leader Positions**

The Leadership Succession Committee (LSC) encourages active Beta Iota members (those paying annual dues) to nominate active Beta Iota members for elected positions of leadership. Please provide the following information regarding the nominator and the nominee. Submit nomination form to LSC Chair, Moly Johantgen at molly.johantgen@gmail.com.

**Nominator Information**

**Name of Nominator**

**Phone #** **Email**

**Active Beta Iota Member** **Yes**  **No**

**Nominee**

**Name of Nominee**

**Phone #** **Email**

**Active Beta Iota Member** **Yes**  **No**

**Nominated for Which Elected Position: (open positions for 2024-25 marked with \*)**

 President-Elect Treasurer

 Vice President Counselor\*

 Secretary Leadership Succession Committee\*

**Qualifications of and Supporting Information for Nominee**

**Signature of Nominator** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_