SECRETARY/TREASURER NOMINATION PROCESS

1.0 Purpose

To define the nomination process that shall be followed in selecting the candidate(s) for the ASNT Secretary/Treasurer.

2.0 Scope

This policy is applicable to the nomination of the ASNT Secretary/Treasurer.

3.0 Reference

ASNT Bylaws

4.0 Procedure

4.1 Candidate(s) Eligibility

Eligibility requirements shall be published in the November issue of *Materials Evaluation.*

4.1.1 Eligible candidates shall submit the following in writing to Headquarters by February 1st. (The Selection Committee shall be as defined in the ***ASNT Bylaws***).

a. Letter of intent indicating desire and qualifications.

b. Employer's letter of support for a 4-year commitment.

c. Resume indicating candidate's experience in business management, NDT and ASNT, including both national and local ASNT activities and contributions, with emphasis on executive leadership experience and accomplishments.

4.2 Selection Committee

The Selection Committee as defined in ***ASNT Bylaws*** shall review the qualifications for eligibility of all the Secretary/Treasurer candidates prior to submittal to the Chairperson of the Board during the Spring meeting of the Board.

4.2.1 Selection Committee shall review the qualifications of all candidates to determine if they meet minimum eligibility requirements as specified in the *Bylaws.*

4.2.2 Selection Committee Chairman shall notify the Board of Directors by the Spring Board of Directors meeting of the results of the Selection Committee. If candidate does not meet the eligibility requirements, Chairman shall write a letter declining request and explaining why candidate is not qualified.

4.2.3 All qualified Secretary/Treasurer candidates shall be placed on the annual ballot.