

Charges for the Elections & Credentials Committee Chair, 2025-2026

1. Shall solicit nominations for each of the following elective offices on the National Board:
 - President-Elect
2. Shall support the following regions in holding their elections prior to the National Training Conference, as needed
 - Midwest Region
 - Pacific Region
3. Shall have an article published in the spring Advocate calling for nominations for the above-named positions.
4. Shall request candidates submit a photograph and resume for submission in the summer issue of the Advocate.
5. Shall conduct the introduction of the candidates at the annual General Membership meeting and ensure that each candidate has time to address the General Membership meeting.
6. Shall request a list of all voting members for each chapter from the Membership Director prior to the annual national training conference and have it available at the annual General Membership meeting.
7. Shall attend the annual national training conference and be able to verify eligibility of those who are nominated for office.
8. Shall prepare ballots/electronic voting for general membership voting in case of contested elections at the national conference.
9. Shall certify to the annual General Membership meeting the results of any contested vote and provide a written copy of those results to NADE Secretary, including the official vote tally.
10. Shall inform committee members of the committee duties and keep them informed of progress in fulfilling those duties.
11. Shall report to the mid-year Board meetings and the annual General Membership meeting, summarizing in a 1-page executive summary highlights for reading at the General Membership meeting.

12. Shall mentor their successor in this role.
13. Shall send copies of all correspondence to the NADE President and President-elect.
14. When the term of office ends, shall image all appropriate records, and submit those records that have not previously been submitted to the NADE Secretary.