



**NOMINEE RECOMMENDATION FORM**  
**For the 2010/2011 CAPA Board of Directors and/or**  
**AAPA House of Delegates Election**

Please submit one form for each individual you wish the Nominating Committee to consider as a candidate in the election for the CAPA Board of Directors and/or the AAPA House of Delegates. Your recommendation will be contacted by the committee to make sure they are willing to be considered for nomination.

\_\_\_\_\_  
 FULL NAME OF SUGGESTED NOMINEE

\_\_\_\_\_  
 ADDRESS

\_\_\_\_\_  
 HOME TELEPHONE

\_\_\_\_\_  
 WORK TELEPHONE

**POSITION:**

- President Elect
- Vice President
- Secretary
- Treasurer
- Director at Large
- Student Representative
- Delegate to the AAPA House of Delegates in Las Vegas

Because only CAPA members may make recommendations to the Nominating Committee, we need the following information (which will remain confidential):

\_\_\_\_\_  
 YOUR NAME

\_\_\_\_\_  
 YOUR MAILING ADDRESS

\_\_\_\_\_  
 PHONE NUMBER

\_\_\_\_\_  
 YOUR CAPA MEMBERSHIP NUMBER

\_\_\_\_\_  
 YOUR E-MAIL ADDRESS

**This form should be received by the Nominating Committee by February 5, 2010.** The Committee needs sufficient time to contact and receive additional information from your suggested nominee before the March 7, 2010 deadline.

Send to:

Chair, Nominating Committee  
 California Academy of Physician Assistants  
 3100 W. Warner Avenue, Suite 3  
 Santa Ana, CA 92704  
 Email: [capa@capanet.org](mailto:capa@capanet.org) Fax: (714) 427-0324

**Criteria for Review and Endorsement by the CAPA Nominating Committee**

According to Academy policy, to be endorsed by the CAPA Nominating Committee the proposed candidate must meet the following general criteria (CAPA Policy 401):

- 1) The proposed nominee must be a CAPA member in good standing. If the person is being nominated for the position of President Elect, Vice President, Treasurer or Secretary, they must also be a member in good standing of the AAPA (a Fellow CAPA member).
- 2) The Nominating Committee will consider professional involvement in the following areas:
  - State organization officer, board member, or committee chair
  - CAPA committee, council, or task force member
  - Delegate to the AAPA House of Delegates
  - AAPA officer, director, and/or House officer
  - Official CAPA liaison/representative
  - Other significant leadership experience
- 3) The following selection guidelines, while subjective in nature, are flexible enough to allow for consideration of specific leadership needs from year to year and position to position.

**Leadership Characteristics**

- Is logical, relevant and organized thinking processes
- Possesses intellectual creativity and flexibility
- Communicates clearly and effectively
- Acts with integrity and confidence
- Is flexible, patient, and tolerant in attitudes
- Demonstrates a commitment to carrying out CAPA responsibilities
- Is knowledgeable about current CAPA issues and goals
- Meets particular leadership and/or professional needs of CAPA

- 4) Specific criteria for the office of President Elect:
  - Candidates for President Elect should have previous experience as a CAPA Board member or have served on a CAPA committee or task force chair. The candidate must be willing and able to fulfill the time and financial commitments of the office.
- 5) Board job descriptions and time commitments may be reviewed on CAPA's website – [www.capanet.org/volunteer](http://www.capanet.org/volunteer).
- 6) Questions: Contact the CAPA office or the Elections Committee Chair, Eric Glassman ([president\\_elect@capanet.org](mailto:president_elect@capanet.org))  
 California Academy of Physician Assistants  
 3100 W. Warner Avenue, Suite 3  
 Santa Ana, CA 92704

**THANK YOU FOR PARTICIPATING IN CAPA'S GOVERNANCE PROCESS.**