



NOMINEE RECOMMENDATION FORM
For the 2011/2012 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 Toronto, Canada

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, 2011. The Committee needs sufficient time to contact and receive additional information from your suggested nominee before the March 6, 2011 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 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 Bylaws, Article 7, Section 5 and CAPA Policy 401.01):

- 1) Current CAPA Fellow membership is required to run for office per CAPA Bylaws, Article 7, Section 5 for the positions of President Elect, Vice President, Treasurer and Secretary. The proposed nominee must be a CAPA member in good standing. The proposed nominee must be a Fellow member in good standing of both CAPA and AAPA. To serve in these positions, one must remain a Fellow member throughout their term. Candidates for Delegate to the AAPA HOD must be a Fellow member in good standing of both CAPA and AAPA and must remain a Fellow member throughout their entire term. All other candidates must be a CAPA member in good standing and must remain so throughout their entire term.
- 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, Vice President or Treasurer:
 - A candidate for President Elect, Vice President or Treasurer must have previous experience as a Board member and/or have served as a 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.cfm.
- 6) Questions: Contact the CAPA office or the Nominating Committee Chair, Eric Glassman (president@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.

