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**Nominating Form for: WBC Officer Positions**

**WBC needs you!**

Please consider nominating yourself or another person who may be interested in serving as a leader for breastfeeding in Wisconsin! (Others nominated will be contacted to assess their interest & availability.)

**Timeline:**

* Nominations for 2017 Officer Positions are being sought between 9/23/16 – 10/28/2016.
* Those running will be asked to write a short bio of why they are interested in serving on the WBC Board. This bio will be due by 11/18/16.
* The formal voting of officers will take place by secret ballot (in electronic format) between 12/2/2016 - 12/16/2016. Elections are decided by majority vote.
* Elected officers will take office beginning 1/1/2017.
* A face-to-face Executive Board meeting will be held to orient board members to their position. Date and location to be determined based on location and availability of officers.

**Nomination for Chairperson:**

Name: Click here to enter text.Email: Click here to enter text.Phone: Click here to enter text.

**Nomination for Vice-Chair:**

Name: Click here to enter text.Email: Click here to enter text.Phone: Click here to enter text.

**Nomination for Treasurer:**

Name: Click here to enter text.Email: Click here to enter text.Phone: Click here to enter text.

**Nomination for Secretary:**

Name: Click here to enter text.Email: Click here to enter text.Phone: Click here to enter text.

**I am interested in serving on WBC in a capacity other than a formal officer position:**

Name: Click here to enter text.Email: Click here to enter text.Phone: Click here to enter text.

Please submit this nomination form by Friday 10/28/2016, electronically, or by mail to Jennifer Loging (Interim-Chair of the Wisconsin Breastfeeding Coalition).

Jennifer Loging

La Crosse County Health Department

300 4th Street North

La Crosse, WI 54601

Email: [jloging@lacrossecounty.org](mailto:jloging@lacrossecounty.org)

For more information: 608-785-6423

**Position Descriptions**

**Chairperson:**

Shall serve one three year term. The last year of this term, the Chairperson and Vice Chair will co-chair the Coalition. Upon completion of the Chairperson term, the former Chair shall become a member of the Executive Committee and serve as Nominating Committee Chair for a one year term.

**Roles:**

* Chair and facilitate all meetings
* Chair executive committee (EC) meetings
* Serve as spokesperson when needed
* Serve as central point of contact for inter-group communication
* Maintain communication with Executive Committee
* Provide assistance/leadership to other Executive Committee members as needed
* Respond to members concerns/ideas
* Approve all expenditures for the Coalition

**Vice-Chair:**

Shall serve one three-year term. The last year of this term, the Chairperson and Vice Chair will co-chair the Coalition. The Vice Chair shall become Chairperson.

**Roles:**

* Carry out the functions of the Chair in her/his absence
* Assist the Chair with all program planning and agenda changes

**Treasurer:**

Shall serve a two year term. This position may be held for consecutive terms.

**Roles:**

* Maintains Serves as liaison with fiscal agent
* Consults with rest of Executive Committee on fiscal decisions
* Processes expenses and maintains financial records
* Prepares budget

**Secretary:**

Shall serve a two year term. This position may be held for consecutive terms.

**Roles:**

* Maintains membership list and contact information
* Creates and maintains email lists
* Assists with maintenance of website
* Serves as central point of contact for intra-group communication