

# SPECIFIC GUIDELINES FOR NATIONAL EDUCATION DIRECTOR APPOINTMENT

The NATIONAL EDUCATION DIRECTOR shall serve for a four year term that shall expire on May 31, 2020

It is the duty of the Vice President to write a letter to be placed on the NAWGJ web site indicating the position of NATIONAL EDUCATION DIRECTOR is up for appointment.

The following timeline will be followed for the initial appointment in 2016:

- February 15     A letter will be published on the NAWGJ web site.  
The letter includes:
1. Letter of Eligibility and Duties of the National Education Director.
  2. A bid form to be completed by the candidate.
  3. The deadline date will be May 16. Failure to respond by the deadline date (postmarked) indicates the candidate does NOT wish to apply for the office.
- Late May     Appointment of National Education Director by the National Governing Board

The National Education Director takes office June 1, 2016.

\*Note: If any of the deadline dates fall on a Sunday or legal holiday, procedures should be advanced to the next business day.

NATIONAL EDUCATION DIRECTOR CANDIDATE APPLICATION

Date:

Dear NAWGJ Member:

You are eligible to apply for the office of National Education Director if you meet the eligibility requirements. If appointed, your 4 year term would begin on June 1, 2016 and end on May 31, 2020.

If you are interested in applying, please complete the form below regarding your qualifications and background and return to the Vice President by May 16, 2016. (Request RETURN RECEIPT, please.) Failure to respond by the deadline date (postmarked) indicates that you do NOT wish to apply for office.

This application will be emailed to the National Governing Board.

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NATIONAL EDUCATION DIRECTOR – CANDIDATE BID FORM

NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_  
PHONE \_\_\_\_\_  
RATING \_\_\_\_\_ DATE \_\_\_\_\_

NAWGJ BACKGROUND

YEARS OF SERVICE

_____	_____
_____	_____
_____	_____
_____	_____

Please list any experience you have relevant to this position as follows:

What experiences do you have in organizing learning experiences (clinics, conferences, etc.)?

Have you been a clinician at state, regional and/or national events? If so, please explain.

Do you have any ideas of new methods/avenues we could use to present judging education to our members?

What do you feel is your best quality that you can bring to this position?

## ELIGIBILITY FOR NATIONAL EDUCATION DIRECTOR

1. All National, Regional, State and At-Large Directors and Officers shall be 21 years of age.
2. A candidate shall be certified as a National level or above judge.
3. A candidate must be in good standing under the canons and disciplinary rules of the NAWGJ Code of Professional Responsibility.
4. A current officer must be up-to-date with all required reports to be eligible to run for office.

# DUTIES OF NATIONAL EDUCATION DIRECTOR

## Meetings

1. Present an annual report at the National Governing Board meeting.
2. Failure to attend two consecutive National Governing Board Meetings upon request shall constitute an automatic suspension.
3. Collaborate with the National Librarian to develop and provide educational materials.
4. Coordinate with the National Web Site Director to provide online education, including the development of online courses.

## Financial

1. Obtain permission from the Vice President for depreciable expenses of \$500 or more.
2. Work with the Director of Finance on finance matters.
3. Submit a Quarterly Financial Report for expenses and all monies received and disbursed.

## Duties

1. Be responsible to the National Executive officers and/or the National Governing Board.
2. Oversee development of educational projects.
3. Be the program director for the National Symposium.
4. Develop and solicit new materials. Acquire approval for all technical information used.
5. Collaborate with USA Gymnastics on judges' education.

Failure to comply with the responsibilities of this office could result in removal from office after review by the National Governing Board.