The logo for the National Association of Women's Gymnastics Judges (NAWGA) is displayed in a large, light gray, stylized font. The letters are bold and have a slight 3D effect. The text "NATIONAL ASSOCIATION OF WOMEN'S GYMNASTICS JUDGES" is written in red, uppercase letters across the middle of the logo. Below it, the text "ELECTION RESPONSIBILITIES OF PRESIDENT" is written in blue, uppercase letters.

NATIONAL ASSOCIATION OF WOMEN'S GYMNASTICS JUDGES
ELECTION RESPONSIBILITIES OF PRESIDENT

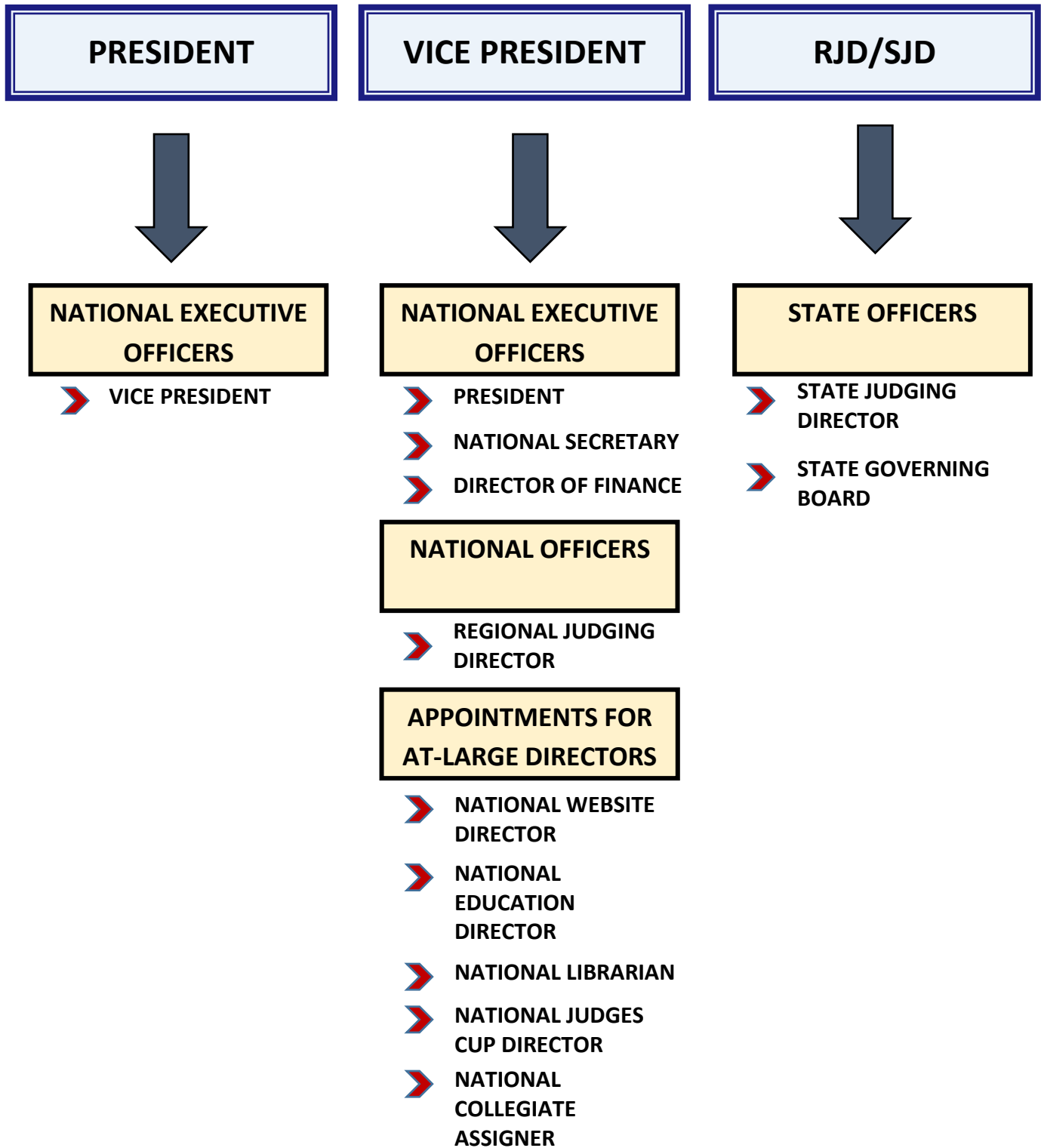
Mission Statement

It is the mission of the National Association of Women's Gymnastics Judges to provide professional development for its members and to support and promote women's gymnastics in the United States.

ELECTION RESPONSIBILITIES - PRESIDENT
- TABLE OF CONTENTS

ELECTION RESPONSIBILITIES FLOW CHART..... 3
SPECIFIC GUIDELINES FOR VICE PRESIDENT ELECTIONS 3
VICE PRESIDENT CANDIDATE APPLICATION FORM 5
ELIGIBILITY FOR VICE PRESIDENT 6
DUTIES OF THE NAWGJ VICE PRESIDENT 7

ELECTION RESPONSIBILITIES FLOW CHART



SPECIFIC GUIDELINES FOR VICE PRESIDENT ELECTIONS

It is the duty of the Vice President to compile a list of all persons who are eligible to run for VICE PRESIDENT.

- October 1** A special reminder is sent to all National Governing Board Members by the President telling them who is eligible to run for VICE PRESIDENT.
- November 1** All eligible candidates are sent a letter by the President which includes:
1. Letter of Eligibility and Duties of the Vice President.
 2. Candidate Application Form to be completed by the candidate stating her/his qualifications.
 3. A list of dates for the election and the process to be followed.
- *December 1** Candidate Application Form due: Deadline date of **December 1**. Failure to respond by the deadline date (postmarked) indicates that the candidate does NOT wish to run for the office.
- December 15** Voting begins for all RJDs and elected Officers of the National Governing Board. Any NAWGJ voting member must meet the criteria for eligibility to vote ninety (90) days prior to the date voting begins.
- January 20** Voting ends. The President notifies the candidates.
- The President sends results to the RJDs, National Governing Board and the National Website Director for publication on the National website.
- April 1** The newly elected Vice President assumes office.

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

VICE PRESIDENT CANDIDATE APPLICATION FORM

Letter to Candidate Notifying Eligibility – VICE PRESIDENT

Date: November 1, 20__

You are eligible to run for the office of VICE PRESIDENT for the term of 4 years. If elected your term would begin on April 1, 20____and end on March 31, 20____.

If you are interested in running, please complete the form below regarding your qualifications and background and return to the President by December 1, 20____.

(Request RETURN RECEIPT, please) Failure to respond (postmarked by the deadline date) indicates that you do NOT wish to run for office.

VICE PRESIDENT CANDIDATE APPLICATION FORM

Name:

Address:

Phone:

Rating:

NAWGJ Background:

Years of Service:

Additional Credits:

Comments:

PLEASE DO NOT ADD PAGES. SEND TO THE PRESIDENT.

ELIGIBILITY FOR VICE PRESIDENT

1. All National, Regional, State and At-Large Directors shall be 21 years of age.
2. They shall be certified as a Level 10 Judge or above. When possible, it is suggested that the National Executive Officers and the National Governing Board (Regional Judging Directors) be certified at the National Level or above.
3. All prospective Directors and Officers shall have been voting members of their respective Governing Boards for at least one year (12 months). (For SJD's, the State Governing Board; for RJD's, the Regional Governing Board; for Executive Board Positions, the National Governing Board.) Life Members and appointed National Directors are also eligible if they currently hold the appropriate rating.
4. A candidate must be in good standing under the canons and disciplinary rules of the NAWGJ Code of Professional Responsibility.
5. A current Officer must be up-to-date with all required reports to be eligible to run for office.

DUTIES OF THE NAWGJ VICE PRESIDENT

Executive

1. Fulfill the duties of the President if the President is unable to preside for any reason.
2. Work closely with the President to keep abreast of national trends and be available to the President for assistance, for instance, updating the Constitution and Operating Code, Election Responsibilities, or other such materials and correspondence. 6/2002
3. Serve as proxy to required functions if necessary. 6/2002
4. Send a copy of constitutional changes to the President and the Director of Finance. 10/2016

Meetings and Committees

1. Be present at all National Governing Board and National Executive Board meetings and present, discuss and vote on pertinent issues.
2. In the absence of the President, preside at all Governing Board and National Executive Board meetings.
3. Failure to attend two consecutive National Governing Board meetings shall constitute an automatic suspension. No proxy may be sent to fulfill the attendance requirement.
4. Attend meetings as designated by the NAWGJ President.
5. Chair the Constitution Committee. (See Art. V, § 1 of the Constitution)
6. Follow up on committee projects to assure deadlines and completion.

Elections

1. Be responsible for conducting elections of National Officers and overseeing appointments of National Directors. 6/2002
2. Publish the Candidate is Unopposed Form on the NAWGJ website when a candidate for a position on the National Governing Board runs unopposed. 7/2005

Financial

1. Be authorized to sign checks and review online executive account monthly. 7/2015
2. Receive written approval of the President for expenditures, depreciable expenditures or any non-NAWGJ expense in excess of \$500.00. 6/2002
3. Receive written approval of the President for any gift or donation exceeding \$100.00. 6/2002

Miscellaneous

1. Support the National Judges Cup. 10/2016

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

INDEX

APPLICATION, 5

BALLOT, 4

CANDIDATE, 4, 5, 6

CANDIDATE APPLICATION FORM, 4, 5

DEADLINE, 4

DONATIONS, 7

DUTIES, 4, 7

ELECTION RESPONSIBILITIES FLOW CHART, 3, 4

ELIGIBLE CANDIDATES, 4

GIFTS, 7

GOVERNING BOARDS, 6

LETTER OF ELIGIBILITY, 4

MEETINGS, 7

NATIONAL EXECUTIVE BOARD, 7

NATIONAL EXECUTIVE OFFICERS, 6

NATIONAL GOVERNING BOARD, 4, 6, 7

NATIONAL GOVERNING BOARD MEMBERS, 4

NATIONAL OFFICERS, 7

NATIONAL WEBSITE, 4

NATIONAL WEBSITE DIRECTOR, 4

NATIONAL, REGIONAL, & STATE DIRECTORS, 6

PRESIDENT, 4, 5, 7

PROXY, 7

STATE GOVERNING BOARD, 6

TERM, 5

VICE PRESIDENT, 4, 5, 6, 7

WEBSITE, 7