



Biophysical Agents (BPA) Special Interest Group (SIG) 2024 Officer Election Potential Candidate Form

INSTRUCTIONS: The **Biophysical Agents Special Interest Group Nominating Committee** is seeking recommendations for the **2024 Slate of Candidates**. If you have been recommended for SIG office and have consented to serve, or if you wish to nominate yourself, please complete this form. Type your answers and email them, along with the requested materials listed at the bottom of this form to Thomas Nolan Jr., the BPA-SIG Nominating Committee Chair at thomas.nolan@stockton.edu on or before **April 15, 2024**. This information will be viewed by the BPA SIG Council of Officers to assist them in getting to know potential candidates better. Please keep your responses brief. If you have any questions, please contact info@acewm.org.

Open SIG Positions for this election: (choose one)

____ **Chair**

Duties and Responsibilities: Preside at all meetings of the BPA SIG. Submit an annual report to the BPA SIG and the Academy. Attend BPA SIG general membership meeting and the BPA forum at CSM. Correspond on issues regarding BPA with external groups. Work with the Association staff regarding BPA. De facto BPA SIG committee member (except the Nominating Committee). Member of the Academy Board of Directors; abide by the duties of Academy Board of Directors.

____ **Administrative Officer**

Duties and Responsibilities: Record the minutes of all BPA SIG meetings. Submit the BPA SIG business meeting minutes to members and to the Academy within 30 calendar days. Maintain the BPA SIG list serve. Update BPA member contact list. Serve as the BPA SIG historian.

____ **Nominating Committee Chair**

Duties and Responsibilities: Non-voting Council member. Shall appoint at least one other Nominating Committee member. Present the open officer positions electronically to the BPA SIG membership and post these officer positions on the Academy's website. Prepare a final slate of one or more nominees for each office for which an election will be held. Post the names of the winners of the election electronically to the BPA SIG membership and post on Academy's website.

