

## 2011 Nominations Form and Instructions Alliance for Hazardous Materials Professionals (AHMP)

**INSTRUCTIONS:** You must make a nomination specific to the positions listed below. Before making a nomination ensure that the individual being nominated meets the minimum requirements identified below. In addition, please refer to the [2011 Election C-Leadership Nominations Criteria](#) document and evaluate your candidate for desirable characteristics of an AHMP leader.

Please be certain that your nominee understands the responsibilities of serving AHMP members on the Board of Directors. Discuss with them the [2011 Election D-BoD Responsibilities](#) document and the appropriate job description listed below:

[2011 Election F1-JD VP President Elect](#)

[2011 Election F2-JD Secretary](#)

[2011 Election F3-JD Director at Large](#)

A nomination must be accompanied by the appropriate information to verify that a candidate meets the minimum requirements for elective office (shown below). Nominations without the necessary information will be rejected back to the nominator. Once the nominations period is closed, the Leadership Committee will meet to narrow the field down to no more than 3 candidates for each position, including the candidate on the slate endorsed by the AHMP Board of Directors. To facilitate this process you may submit information showing the nominees past service to AHMP, contribution to the field of hazardous materials management, and service to other non-profit organizations.

### **Minimum Requirements for Elective Office**

1. AHMP Certified member in good standing (AHMP Bylaws Section 2.02.01)
2. Certified Member, but members of the Executive Committee (Officers) must be CHMMs (AHMP Bylaws Section 2.02.01)
3. Requirements of job position descriptions (AHMP Bylaws, Section 4.02)
  - a. A qualified candidate for the position of **Director** shall have served as a member of another Board of Directors (BoD) for at least one year, has a skill set deemed essential to the Board of Directors or has experience with other leadership positions, such as an AHMP Committee Chairperson or officer of an AHMP Chapter.
  - b. A qualified candidate for the position of **Treasurer** shall
    - i. meet the requirements for a Director or have served as a member of the Finance Committee for at least one year.
    - ii. possess a four-year degree in the field of business management, or have equivalent, (as defined in the AHMP By-laws) financial management or business management experience.
  - c. A qualified candidate for the position of **Vice-President** shall meet the requirements for a Director.
  - d. A qualified candidate for the position of **Secretary** shall meet the requirements for a Director.

2011 Nominations Form  
Alliance for Hazardous Materials Professionals (AHMP)

**Nominator (required for valid nomination):** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Cell Phone No. \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**Vice-President (Executive Committee):** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Cell Phone No. \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**Secretary (Executive Committee):** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Cell Phone No. \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**Director-at-Large:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Cell Phone No. \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**Director-at-Large:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Cell Phone No. \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Attach all supporting documents. Nominations made without providing supporting document may be dismissed.

**Mail, FAX, or scan and E-mail the completed form and all additional information to:**

**AHMP, 9650 Rockville Pike, Bethesda, MD 20814 – FAX (301) 634-7341 – [info@ahmpnet.org](mailto:info@ahmpnet.org)**

**NOMINATIONS MUST BE RECEIVED BY THE AHMP OFFICE  
NO LATER THAN CLOSE OF BUSINESS DECEMBER 7TH**