



CALL FOR VOLUNTEERS FOR OPEN AMTA BOARD OF DIRECTORS POSITION

Purpose: To identify a candidate for the vacated Historian position on the AMTA Board of Directors to complete current term that concludes 12/31/2021.

Background: Per the AMTA Bylaws, the Historian position on the AMTA Board of Directors is an appointed position who serves at the pleasure of the President and the Board of Directors. Current practices allow for the President to appoint an AMTA member to this position at will. To encourage transparency, diversity, equity and inclusiveness as the association works to transform its practices, AMTA is initiating a call for volunteers. Any AMTA member interested in serving may apply for consideration for serve the remainder of the current term which concludes on 12/31/2021.

Position Description: The Historian works with the Association's Archivist to preserve materials of a historical nature and serves as a resource to the Board of Directors and the Association on matters for which an historical perspective is deemed appropriate. Traditionally the Historian has also served as the official Parliamentarian of the Board. As such, experience with parliamentary procedure is requested of all applicants.

Minimum Requirements to Apply:

- Must be an AMTA Professional member.
- Willing to meet requirements of position description as described above.
- Have prior experience in parliamentary procedure (preferably Robert Rules of Order).
- Volunteer governance experience at the regional or national level or AMTA (e.g., committee service, prior board service, task force work, group dynamic experience, etc.)
- Agrees to adhere to the Candidate's Commitment to the AMTA Board of Directors as outlined below.

Submission Requirements/Nomination Form:

- CONTACT INFORMATION
- VOLUNTEER EXPERIENCE: Please provide any relevant volunteer experience. If experience held with the AMTA national organization or at the regional level please indicate specific group and dates of service (e.g., service on Board, Committee, Task Force, other).
- CANDIDATE STATEMENT: Attach a brief statement of your reasons for desiring to serve on the AMTA Board of Directors. Include the contributions you believe you would be able to make; your experience or familiarity with parliamentary procedure; your position or ideas with respect to any issues currently facing the cooperative community, the association, or its members; and any other information you feel may be useful in evaluating your nomination (maximum 100-200 words).
- COMMITMENT TO DIVERSITY, EQUITY AND INCLUSION: AMTA is working to improve and stresses the importance diversity in the Board's composition as well as the priority of diversity,



equity, and inclusion in the work of the association. Please include your experience and commitment to diversity, equity and inclusion in your materials.

Candidate's Attestation of Commitment to the Board of Directors:

As a non-profit association, AMTA Directors serve without compensation. If selected, I attest that:

- I am a current AMTA member in good standing.
- I pledge to adhere to AMTA's mission, support its vision, and conduct my board service in adherence with the cooperative principles and values that are fundamental to the organization.
- I will commit my time and energy to the work of the board: I will attend board meetings, complete any requested assignments, attend key AMTA events as identified by the board and management and notify the Board Chair and CEO when unable to attend scheduled conferences/meetings.
- I will be responsible, along with other members of the board, for monitoring the financial health of AMTA.
- I will assist with fundraising and member recruitment as a part of my board responsibilities.
- I will serve as an ambassador for AMTA within my professional network, within my institution, among my friends and family, and in general wherever I am able to do so.
- I will engage and participate fully in board discussions and activities to understand organizational priorities and governance.

Review Process: An AMTA Board-appointed Committee, composed of members of the AMTA Board of Directors, will review all applications to verify the candidates' eligibility per the organization's bylaws.

What to Submit: Interested candidates should submit the [APPLICATION FORM](#) and requested supplemental materials no later than March 22, 2021. Complete submissions of all requested materials must be received by March 22, 2021 5:00 PM EST to be considered. Notifications as to the status of applications are anticipated on or around April 30, 2021.