

CALL FOR NOMINATIONS FOR OPEN BOARD POSITIONS

Illinois PTA invites your recommendations for the State Board of Directors for 2022-2024 term. Below is a list of open positions and a brief description of responsibilities for each position. If you are interested in serving or would like to recommend an individual with their permission, please complete a letter of interest and submit by February 1, 2022 to the Board Development Nominating Chairman (BDNC) via email to bdncchairman@illinoispta.org.

The Letter of Interest can be found [here](#).

Elected by Convention Delegates – (Voting Board Members) for the 2022-2024 term.

- Legislative Advocacy Director - Incumbent is eligible for re-election
- Leadership Development Director –Currently Vacant
- Membership Director- incumbent is eligible for re-election

Elected by Convention Delegates - Board Development and Nominating Committee (BDNC) for the 2022-2024 term.

- State Board Member (2 positions) - Vacant
- General Member (2 position) – Incumbent is not eligible

(continue for position descriptions)

All board members are to:

- prepare articles within the scope of their position for the Illinois PTA One Voice Blog
- prepare timely and informative workshops for the Illinois PTA Convention
- serve on additional state committees and convention committees as may be assigned by the President
- attend meetings of the state board of directors*. Those meetings are held for 1-2 days usually in Summer, Fall, Winter and in Spring, which includes a Pre-Convention board meeting, Convention, and responsibilities related to convention, a Post-Convention board meeting, and the orientation meeting, which is held prior to August 1. *Non-voting board members and Board Development and Nominating Committee (BDNC) General Members, only attend board meetings when notified by the State President; and

Program Directors do not work alone. Their department Vice President and other state board members support them in their work. Expenses of board members related to their work on behalf of the State Board of Directors are reimbursed according to appropriate budget and finance guidelines.

Legislative Advocacy

- reports to the president-elect
- chairs the legislation policies committee
- is responsible for maintaining and updating the Legislation Platform of the Illinois PTA
- is responsible for monitoring legislative activity and determining, in accordance with the Legislation Platform, which bills the Illinois PTA will track
- maintains regular communication with the membership regarding legislative activity
- reviews annually previously adopted resolutions to determine if they are to become continuing positions, dropped or completed
- reviews annually all continuing positions of the Illinois PTA
- calls for amendments to the legislation platform
- administers any annual awards program related to legislative advocacy
- researches requests on legislative activity submitted by board members

Leadership Development

- reports to the vice president of program services
- is responsible for the development and budget of the leadership program of the Illinois PTA
- must have taken the Illinois PTA courses, and Train the Trainers have knowledge of best practices in training and presentation, and have the ability to use technology to develop new training materials
- promotes all PTA courses
- administers the course participation incentive program
- arranges Train the Trainers workshops
- develops leadership tools and courses
- is responsible for statewide leadership conferences

Membership

- reports to the vice president of program services
- develops an on-going membership-marketing campaign strategy that encompasses recruitment, engagement and maintenance of members
- administers any annual membership awards programs
- promotes values and benefits of membership in the Illinois PTA
- chairs the membership committee
- collaborates with board members to successfully implement adopted, on-going membership strategies
- submits monthly reports to region and/or district directors
- communicates regularly with membership chairmen at the local unit level

Board Development and Nominating Committee

General and State Board Members serve on the committee charged with reviewing letters of interest and nominating forms of those interested in serving on the State Board of Directors as officers, director of standing committees and Board Development and Nominating Committee members. Members of this committee are also charged with observing individuals as they work in their local units, councils, and in other capacities.