

Guide for Committee on Nominations and Candidates for Elective Office

Activities of ASHP and the Committee on Nominations

To ensure that all willing, qualified potential nominees are considered for candidacy to ASHP elective office, the Committee on Nominations is charged with assembling a roster of nominees, recommended by our members and affiliated societies. A member or group submitting such a recommendation should provide a brief summary of the recommended individual's experience and accomplishments and should state why the Society would be well served by his or her election. Recommendations can come from ASHP state affiliate societies, councils, committees, or any single member or group of members.

ASHP may issue a "Call for Nominations" via various channels, to encourage affiliate societies or members to submit their recommendations at appropriate times. These may include:

- letters from Society headquarters to the membership
- letters to affiliated state chapters
- notices in Society publications including monthly newsletters, email news services, and Midyear Clinical Meeting daily newspapers

In addition to reviewing suggestions received from members and affiliated societies, the Committee on Nominations will review the membership rolls for potential candidates, particularly rosters of councils, committees, and other ASHP leadership bodies. Nominees will be contacted by the Committee and given an opportunity to formally accept or decline nomination.

Typical qualifications of a successful candidate include, but are not limited to:

- demonstrated leadership qualities and exemplary practice
- interest in the affairs of the Society
- experience as chair of ASHP council(s) or committee(s)
- experience as an officer of a state affiliate society

Obligations of Nominees

In preparing for elections, the Society will publicize through its usual means the names, background, and qualifications of all nominees, for consideration by the voting membership. Candidates are strongly discouraged from campaigning for election to ASHP office, or from knowingly permitting or encouraging others to campaign for them. However, a member may express to others an interest in serving the Society and/or being nominated for office, in advance of the election process, for the purpose of becoming a prospective nominee. Prospective nominees are urged to seek information on the responsibilities and demands of ASHP elective office, in order to acquaint themselves with the intense commitments involved in this voluntary service.

Individuals who hold office or are candidates for office in the Society are expected to protect ASHP's image, not to engage in any activity which might bring discredit to the Society, and not to participate in discussions or votes if a personal conflict of interest is involved. Individuals should review the "ASHP Policy on accepting Corporate Support and avoiding Conflicts of Interest"

(http://www.ashp.org/DocLibrary/AboutUs/NomElecAppoint/Accepting_Corporate_Support.pdf).

