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

Following approval by the ASHP House of Delegates of the official slate of candidates for elective offices, the Society widely publicizes to voting members through all of its communication media (print and electronic) the names, background and qualification of all nominees. The Election Bulletin which contains information about each candidate is maintained on the ASHP website throughout the election season until voting closes. Once the candidates for elective office are announced at the ASHP Summer Meeting it is expected that candidates for office will avoid activities that would be viewed as self promotional or “campaigning” for election whether in print, through electronic media such as social networking forums or blogs, or actual statements by the candidate. Further, candidates should not endorse or encourage others or third parties to promote their individual candidacy for office. Any third-party announcements announcing the upcoming election should include all candidates for a particular office and their qualifications and should not encourage the selection of a specific candidate.

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).