ASFMRA JOB DESCRIPTION
NOMINATING COMMITTEE CHAIR
Level 5 – A Strategic Volunteer Leader

Committee Overview:
The Nominating Committee is responsible for the review and approval of an individual's qualifications for the Society's volunteer positions prior to appointment or election. This responsibility includes the review/development of job descriptions as well as selection and performance assessment criteria.

Key Committee Chair Responsibilities:
- Lead Vice Chair and Committee Members on the work of the committee as defined in the Nominating Committee procedural guide
- Work with ASFMRA staff to edit and approve meeting agendas.
- Chair meetings with support from staff
- Work with the committee to develop an annual plan of work.
- Report to ASFMRA staff and Council as appropriate.

Minimum Qualifications:
- Accredited ASFMRA member in good standing
- Previous Society/Chapter leadership experience
- Previous experience w/Committee
- Knowledge of the ASFMRA's goals and objectives and governing documents
- Management experience

Performance Metrics:
- Committee achieves specified goals

Benefits:
- Develop leadership, collaboration and communication skills.
- Connect and build relationships with rural property professionals who may become friends, colleagues and prospective employers or employees.
- Build reputation as a member who contributes to the profession and gets the job done.
- Develop skill and/or knowledge in a new or expanded area of rural property expertise.

Selected/Appointed By:
Elected by Nominating Committee members from among the elected members of the committee as defined in the bylaws and the Committee purpose and procedure document

Term Length: One year

Reports to: Executive Council

Time Commitment: 30-40 hours per year

Support Network:
- Committee Members
- Executive Council Liaison
- Appropriate ASFMRA staff

Compensation/Expense Reimbursement: Per Volunteer Reimbursement Policy as defined in the ASFMRA Policy and Procedures Manual