



Chapter Election Cycle Update and Best Practice Timeline

To address the improvement of chapter performance and the growth of chapter leaders, ONS staff will begin focusing on the creation of a Chapter Board Orientation Program. Presidents and Treasurers will be required to complete this training prior to taking office on January 1st. To achieve this, the election cycle will need to be altered to ensure that newly elected leaders are communicated to ONS no later than November 1st of each year.

The following timeline is a suggested example of an election timeline. Chapters may want to modify this to better fit their chapter's needs. However, the November 1st deadline is not modifiable.

Late August or Early September:

Call for nominations is distributed to the chapter membership (exact date to be determined by the chapter).

Early October:

Deadline for nominations (exact date to be determined by the chapter). Ballots are prepared and finalized by the Nominating Committee or the Board of Directors.

Early or Mid-October:

Ballots are distributed to the chapter membership (exact date to be determined by the chapter).

Mid- to Late October:

Ballots are returned to the Board of Directors and the votes are tallied.

November 1 (hard deadline):

New board members are announced to the chapter membership. Election results are reported to chapters@ons.org.

November 15:

ONS Staff will enroll all Presidents and Treasurers into the Chapter Board Orientation course for completion by December 31.

January 1:

Newly elected board members assume office.