The duties of the Chapter Officers:

**President:**
The President shall officiate at all meetings and shall be responsible for directing the implementation of directives voted on by the Chapter membership.

**Vice-President:**
- a. The Vice-President shall act as liaison between the Chapter and other Chapters and Union Representatives and keep the chapter informed of Union activities.
- b. The Vice-President shall also act as President in the event of the absence of the President.

**Secretary:**
- a. The Secretary shall keep a correct record of the proceedings of all Executive Committee and general membership meetings for the Chapter and shall file a copy of such correct records with the secretary of the Local Union upon request.
- b. The Secretary shall receive all correspondence and communications on behalf of the Chapter.

**Chief Steward:**
The Chief Steward shall serve as a resource for shop stewards in carrying out their duties at the job site.

**Shop Stewards:**
Three (3) Shop Stewards will be elected by a majority vote by the membership during chapter elections. If all positions are not filled, or if a position becomes vacant for any reason, the vacancy will be filled by the alternate and a special election at a chapter meeting will elect a new alternate.

Nominations are now being accepted for Chapter Officers!

Nominations will open 8 a.m. on November 1st for Chapter Officer’s positions. You may nominate yourself or a co-worker who you feel will represent you best. Please make sure the member you are nominating wishes to serve. To nominate your candidate, you may email, fax, mail or drop off your nomination form to the union office. **ALL** nominations must be received by Wednesday, November 8, 2017.

All nominees will receive confirmation by e-mail or telephone call in receipt of the nomination request and verification of acceptance. Per Chapter Bylaws, Chapter Officers elected will serve a two-year term. The term will begin in January 2018 and end December 31, 2020.
CHAPTER OFFICER POSITIONS

- Chapter President
- Chapter Vice President
- Chief Steward
- Shop Steward
- Secretary

NOMINATION FOR CHAPTER OFFICER

This will nominate __________________________________ a member in good standing of SEIU 521.

PRINT NAME OF NOMINEE

FOR THE POSITION OF:

____________________________________

Home Phone #: __________________________ Cell Phone #: __________________________

Personal Email: __________________________________

SIGN: I accept nomination/nominate myself for the office listed above. I will support SEIU 521 and Tulare County workers to the best of my ability if elected.

__________________________________
ACCEPTANCE SIGNATURE

Please return this form to SEIU Local 521 by Email, Fax, U.S. Mail or Delivery by Wednesday, November 8, 2017.

Email: lori.landers@seiu521.org
Fax: (559) 733-5006
U.S Mail or Delivery: SEIU Local 521, 1811 W. Sunnyside Ave. Visalia, CA 93230

FOR OFFICE USE ONLY

Date Received: __________________________

Date Scanned/Sent to Database: __________________________