

## **QUALIFICATIONS, EXPECTATIONS, AND TRAINING OF GEOGRAPHIC REGION GOVERNORS**

This document is intended to provide guidance to ASCE members seeking to become a Geographic Region Governor. It describes the required qualifications for this position, expected time commitments, expected financial resources, and the training required. An abbreviated outline of the nomination process, including a list of the documents that must be submitted by each candidate, is also provided.

A prospective Geographic Region Governor should review the *Official Register* and visit the ASCE website. After careful study of these resources, a Candidate should be prepared to offer an informed commitment to the qualifications, expectations and training requirements herein described.

It is also expected that Geographic Region Governors have the appropriate support from both their family and employer. As the time commitment in this role is significant, it is essential that those who have demands or expectations on the Geographic Region Governor's time be fully aware of, and agreeable to, the commitment being made.

Each Region Nominating Committee, potential candidate, and anyone soliciting potential candidates should become familiar with these qualifications, expectations, and training requirements.

### **I. *Qualifications.***

Candidates for the office of Geographic Region Governor shall be a Society member in Good Standing, have an Address of Record within the Region being represented, have served as a Section or Branch officer, as a member of a Section or Branch committee, or as a member of a Standing Board or Society Committee, and shall not currently be serving or pursuing nomination as a Technical Region Governor.

Region Governors must possess many traits and abilities beyond those specified by the Bylaws and Rules of Policy and Procedure. The most noteworthy abilities an ASCE Region Governor should possess is that of a skilled communicator with members and the public, in government relations and advocacy; be an effective presenter; visionary planner; motivator; negotiator; conflict manager; and a consensus builder. A Region Governor represents the electing constituency as a member of the Region Board of Governors who, in turn, provide feedback to the ASCE Board of Direction. As a member of the Region Board, Governors help steer the Society toward its goals.

## **II. *Election Process for Geographic Region Governor.***

**A. *Declaration of Intent.*** Candidates shall declare their intent to pursue office by submitting a Letter of Intent to the Chair of their Region Nominating Committee and the Society Secretary not later than December 1.

**B. *Biographical Statement.*** Candidates shall submit, in the format stipulated by the Society Secretary, a Biographical Statement not to exceed two hundred (200) words. The Biographical Statement shall be submitted with the Letter of Intent not later than December 1.

**C. *Vision Statement.*** Candidates shall submit a Vision Statement not to exceed two hundred (200) words. The Vision Statement shall be submitted with the Letter of Intent not later than December 1.

**D. *Photograph.*** Candidates shall submit a color photograph of the head and shoulders in a professional setting and in a resolution suitable for publication. The photograph shall be submitted with the Letter of Intent not later than December 1.

**E. *Region Nominating Committee.*** Each Geographic Region Nominating Committee selects up to two (2) Official Nominees for each vacancy. The Chair of the Region Nominating Committee shall submit the names of the Official Nominees to the Society Secretary not later than March 1 for inclusion on the election ballot.

**F. *Petition to Election Ballot.*** Only Nominees for Geographic Region Governor who were considered by their Region Nominating Committee but not selected as an Official Nominee may pursue nomination by petition. Nominees shall inform the Society Secretary of their intent to pursue nomination by petition not later than March 3.

**G. Petition Signatures.** Signatures from at least one hundred (100) Society voting members from the member's Geographic Region, validated by the Secretary, shall place the Nominee on the election ballot as a Petition Nominee. The petition signatures shall be received electronically by the Society Secretary not earlier than March 3 and conclude on March 15.

### **III. Expectations.**

Duties of the Geographic Region Governor shall include, but are not limited to, preparation for, attendance at and participation in meetings of the Geographic Region Board of Governors; service on Society-level or Strategic Initiative committees, as appointed; attendance at meetings of Councils, Sections, Branches, student organizations, technical and professional groups and Younger Members; and leadership at Council meetings, Multi-Region Leadership Conference, and Younger Member forums.

**A. Time.** The approximate annual time expected from each Region Governor is shown below. In addition to the meeting days, a Region Governor should be willing to spend additional time in preparation for and travel to meetings. Many of these days will be over weekends, but week days will also be required. A Region Governor must be able to attend all Board and applicable committee meetings to be effective and to provide adequate representation. The

days shown below are only an estimate and should not be considered absolute.

	Days Per Year
Annual Convention	3
Leader Orientation (incoming leaders only)	1.5
Presidents and Governors Forum	1.5
Fly-In	3
Committee Meetings (as scheduled)	4
B. Region Board Meetings (minimum of 2 face-to-face)	4
Multi-Region Leadership Conference	2
Section, Branch, Student Chapter and Student Conference Visits	10
Preparation for Meetings	3
<b><i>Minimum expected total</i></b>	<b><i>32</i></b>
	<b><i>days</i></b>

***Financial.*** Financial requirements are also substantial. A Region Governor may be reimbursed for reasonable travel expenses in accordance with Society policy. A Region Governor will bear any

additional expenses. The personal expense to a Region Governor is estimated to be approximately three hundred dollars (\$300) to twelve hundred dollars (\$1,200) per year. This amount may vary depending on the size of the Region and the number of units within the Region, and the number of committee appointments assigned to a Region Governor. Candidates should talk with the incumbent Region Governor Director for an estimate of their personal expense.

**IV. *Training*.** A Candidate for the office of Region Governor shall review the *Official Register*, ASCE website, Policy Statements, Constitution, Bylaws, Rules of Policy and Procedure, and Code of Ethics when considering a position as Region Governor. In addition, Candidates shall review and agree to the provisions of this document in order to proceed with nomination. If possible, Candidates for Region Governor should attend a Region Board meeting, Multi-Region Leadership Conference, and consult with the incumbent Region Governor when considering an elected position.

Newly-elected Region Governors are required to attend Leader Orientation, typically held in September, prior to being installed into office.