The Education Council is seeking candidates for the position of Vice Chair. The Vice Chair will assume the role beginning January 1, 2023.

Applications will be reviewed by a Nominating Committee and qualified candidates will be selected for an election by the Education Council.

**Nomination Guidelines:**
- Nominees must be members in good standing in their profession and in A&WMA.
- Nominees must be willing to serve a three-year term for Vice Chair beginning January 1, 2023, following the election.
- Nominees must explicitly indicate their willingness to automatically advance to a three-year term for Chair beginning January 1, 2026.
- Individuals may self-nominate.
- Nominees must be active within the A&WMA organization and have regularly participated in meetings, programs, and activities.

**Qualifications and Evaluation Criteria:**
The ideal candidates will successfully lead the Education Council in the advancement of its core purpose:

- Encourage adequate human resources in the fields of air and waste management
- Improve the knowledge and skills of members and the public
- Exchange information to improve environmental knowledge and decisions
- Develop and deliver professional development programs on leading-edge topics within the realm of air and waste management
- Develop and deliver materials used to educate members, other environmental management professionals, the media, educators, and the general public about environmental issues

Individuals should know and understand the Education Council’s organizational structure and be able to work effectively within it. Comprehensive knowledge of A&WMA as well as its strategic plan and the organization’s current operational direction are expected.
The Education Council Vice Chair (candidate) must be:
- Cooperative and action-oriented leader
- Have strong negotiating skills, a proven ability to effectively communicate (written and verbal)
- Interpersonal skills to encourage group discussions leading to constructive conclusions

Candidate’s application packet must include:
* Resume and or CV
* At least one letter of recommendation (no more than two)
* Summary document addressing how the candidate meets the above listed qualifications
* Summary document describing their activities within the Association

Completed applications are due electronically to Robin Lebovitz at rlebovitz@awma.org no later than Monday, November 14, 2022.

Vice Chair Description

9.1 EC Chair / Vice Chair:
It should also be noted that anyone taking the position as Chair of the Education Council should have buy-in/permission from their employer, as there are time and financial obligations that come along with this position.

Meetings

1. Prepare agenda, attend, and conduct EC Executive Committee meetings at Annual Conference

2. Participate in Division and Committee meetings, and Education Council related functions, at the Annual Conference

3. Attend Joint Council meeting at the Annual Conference

4. Participate, as a voting member, in the Board of Directors’ meetings (usually two at the Annual Conference, a fall meeting, and a winter meeting)

5. Prepare agenda, attend, conduct Fall EC Executive Committee meeting at the Intercouncil meeting

6. Attend Fall Finance Committee meeting

7. Lead EC Executive Committee calls

8. Participate, as able, in Division calls

9. Participate in monthly Finance Committee calls
10. Participate in bi-monthly calls with the President and other Council Chairs

11. Hold calls with staff to discuss special requests, programs problems, etc.

**Reports/Articles**

1. Prepare the EC mid-year and annual reports for Board of Directors


**General**

1. Develop, identify, and promote annual Council goals and strategies

2. Oversee activities with conformance to the Council mission and overall A&WMA policies

3. Coordinate activities, review minutes, and identify deadlines

4. Develop and implement new and ongoing education projects

5. Identify, develop, and appoint leadership

6. Review EC budgets and promote budget needs to the Board

7. Review Education Council related MOUs (e.g., ERGs)

8. Resolve or foster resolution of issues within divisions or committees or between councils

9. Other assignments as directed by the Finance Committee, President, or Board of Directors

10. The EC Vice Chair assists the Chair as needed and administers the Council in the Chair’s absence