



SEIU Local 1021 2023 Calaveras County Chapter Leadership Nomination Form

It is once again time to elect the chapter officers for Calaveras County. The term for all officers of this Chapter shall be two (2) years.

In order to run, nominees must be SEIU members in good standing for 1 year. Members may self-nominate. If you are nominating someone else, you are encouraged to check with them first.

You may nominate as many people as you like.

(You must be a member in order to nominate) Please provide the following information about yourself:

Name: _____ Office: _____

Job Title: _____ Phone # _____

I nominate _____ for the following position: (check only one)
(name)

- President Vice President Secretary Chief Steward
- Informational Officer COPE Coordinator/Delegate & County COPE Committee

Their worksite is _____ and their work phone is _____.

I nominate _____ for the following position: (check only one)
(name)

- President Vice President Secretary Chief Steward
- Informational Officer COPE Coordinator/Delegate & County COPE Committee

Their worksite is _____, and their work phone is _____.

I nominate _____ for the following position: (check only one)
(name)

- President Vice President Secretary Chief Steward
- Informational Officer COPE Coordinator/Delegate & County COPE Committee

Their worksite is _____, and their work phone is _____.

Nominations must be received via e-mail to misty.montoya@seiu1021.org or fax 209-461-0574 by February 17, 2023.

See Backside For Officers Job Duties

Article 5. OFFICERS AND DUTIES:

- (1) **President:** The President shall officiate at all meetings and shall be responsible for directing the implementation of directives voted on by the Chapter membership. The President shall be an ex-officio member of all committees.
- (2) **Vice President:** The Vice President shall act as President in the absence of the President.
- (3) **Secretary:** The Secretary shall keep a correct record of the proceedings of all Chapter Board and General Membership meetings and shall provide a copy thereof to the Secretary of the Local Union upon request. The Secretary shall receive all correspondence and communications on behalf of the Chapter.
- (4) **Chief Steward:** The Chief Steward shall serve as a resource for shop stewards in carrying out their duties at the worksite.
- (5) **Information Officer:** *The Information Officer shall be responsible for maintaining communication with the General Membership. Roles and responsibilities of the Information Officer include, but are not limited to: maintain social media platforms used by the Chapter, send email communication to inform members of union activities, meetings, etc.*
- (6) **COPE Coordinator/Delegate and County COPE Committee:** The COPE Coordinator/Delegate shall be responsible for providing political information and education to the members of the chapter. S/he shall assist and coordinate with turn-out, COPE cards, and other duties related to political activities of the chapter and Local Union. The coordinator will also be one of the chapter representatives/delegates to the Local 1021 County COPE Committee. Additional delegates shall be selected based on the rules of the applicable County COPE Committee. Additional members may attend County COPE Committee meetings.