



Association of Municipal Administrators, NS

Policy for the Selection of AMANS Committee Chairs, Members and Appointments to Committees Outside of AMA

It shall be the responsibility of the Executive Committee to approve all members for AMA standing and ad hoc committees and appointments of AMA members to sit on committees of other organizations seeking AMA input and expertise. In the event that a timely appointment is not possible by the Executive Committee as a whole, the Vice President, President and Past President shall have the authority to make an appointment on behalf of the Executive.

It shall be the policy of the AMANS that all positions on AMA standing and ad hoc committees, as well as appointments to committees of other organizations, be advertised to the membership at large. Interested volunteers will be asked to submit a brief overview of their skill set and why they would be a benefit to the committee on which they wish to sit.

Invitations to Chair or become members of AMA Standing Committees shall be issued by August 1st each year with a submission deadline of interested applications by September 1st. The Executive Committee shall review all expressions of interest and forward to the Annual General Meeting for approval.

The Executive Committee shall consider all expressions of interest based on the following criteria where appropriate:

AMA Standing and Ad Hoc Committee Chairs

In the selection of Committee Chairs, preference will be given to existing Chairs if their term as Chair is less than three years.

When a new Committee Chair is to be selected, preference will be given to existing members of that committee who express an interest in being Chair. The term of membership of an existing Committee member who is selected to act as Chair shall be extended to another three years.

AMA Standing and Ad Hoc Committee Members

1. In the selection of Committee members, preference will be given to existing Committee members if their term on that Committee is less than three years.
2. When a vacancy occurs on an AMA Committee, preference will be given to those AMA members with the skill set and experience best suited to the Terms of Reference for the Committee.

AMA Appointments to Committees of other Organizations (i.e. UNSM, SNSMR, etc.)

In the selection of AMA members to sit on committees of other organizations, preference will be given to those AMA members with the skill set and experience best suited to the Terms of Reference for the Committee. In the event that an outside organization invites specific members of the AMA to sit on a committee there will be no role for the Executive Committee and it will be entirely the decision of the invited AMA member to sit on that organization’s committee.

In the event that there are no suitable expressions of interest submitted, or no expressions of interest received at all, the Executive Committee reserves the right to recruit Committee Chairs, members or AMA appointments to Committees of other organizations.

<u>Executive Director’s and Secretary/Treasurer’s Annotation for Official Policy Book</u>		
Date of Passage of Current Policy: _____		
We certify that this Policy was adopted by the AMA Board of Directors as indicated above.		
_____	_____	_____
Executive Director	Secretary/ Treasurer	Date