



Student Nurses' Association of Pennsylvania Candidate Packet

Includes

Information on running for the SNAP Board of Directors and
the Nominations and Elections Committee (NEC)

Campaign Rules and Regulations

**ALL CANDIDATES MUST BE REGISTERED FOR CONVENTION AND MUST ALSO ATTEND
THE HOUSE OF DELEGATES MEETINGS ON NOVEMBER 19 & 20**

ATTENTION: The newly elected officers must attend the Post-Convention Board meeting on Saturday morning following the close of the Convention (*November 21, 2020*), the two-day January Board of Directors meeting (*January 23-24, 2021*) and the Pre- and Post-convention meetings for the following year (*November 16-20, 2021 at the Hilton Harrisburg*). It is highly encouraged that all SNAP Board of Directors and Nominations and Elections Committee (NEC) attend the LEAD Workshop (*March 20-21, 2021*).

SNAP

P.O. Box 6567, Harrisburg, PA 17112-0567

Phone: (717)671-7110 Fax: (717)671-7112

Email: snap@snap-online.org

Step Up and LEAD...

SNAP Board of Directors:

President:

- Principal officer of SNAP, presiding at all meetings of the Association, Board of Directors, and the Executive Committee
- Effects the decisions of the House of Delegates as well as the Board of Directors
- Appoints committees and chairpersons as needed
- Communicates with the state constituents and national organization (NSNA)
- Attends the NSNA Annual Convention and MidYear Conference

Vice President:

- Assumes president's duties in the absence of the president
- Chairperson of the Convention Committee, responsible for planning the state convention held in November. Such planning may include: reviewing the convention location, convention theme, speakers, etc.

Secretary/Treasurer:

- Prepares minutes of all meetings of the Association as well as the Board of Directors
- Reviews articles for publication in INSIGHT
- Reviews financial ledger and financial report
- Coordinates scholarship activities

Legislative Coordinator:

- Maintains awareness of state and national legislation dealing with health care and informs Board of Directors and membership of pertinent issues
- Encourages action regarding appropriate legislative issues
- Plans and coordinates the *Capitol Hill: Step by Step* program held in March at the State Museum of Pennsylvania and the state Capitol Building
- Assumes the responsibility for matters concerning resolutions including submission of a resolution at the State and National Conventions on behalf of the SNAP Board of Directors
- Acts as a resource person for matters regarding students' rights

Regional Coordinators (For each of the seven regions):

- Maintain lines of communication between SNAP and nursing students in his/her region
- Encourages regional members to participate in community health activities
- Serves as the resource person for students in his/her region

Note: Candidates that are elected to the Board of Directors are required to attend the six Board meetings held during their term, including the Post-Convention meeting. Reliable transportation is the responsibility of each individual and should be arranged in advance. All positions are required to submit articles for publication in INSIGHT, SNAP's newsletter.

Nominations and Elections Committee (NEC):

Nominations and Elections Committee (NEC) (One position for West, Central, & East):

- Seeks out perspective students to run for state office
- Coordinates activities regarding nominations and elections
- Works with candidates regarding position descriptions, election rules and regulations, and election process

Note: Candidates that are elected to the NEC are required to attend the LEAD Workshop and the September Board meeting held during their term, including the Post-Convention meeting. It is highly encouraged to attend the January Board Meeting for the extended orientation to serving in this capacity. Reliable transportation is the responsibility of each individual and should be arranged in advance. All positions are required to submit articles for publication in INSIGHT, SNAP's newsletter

If interested in running for office or would like more information regarding the election process, please contact:

NEC West: Alexa Aurednik, Chair NEC Central: Meagan Lammers NEC East: Emily Hutsko
NECWest@snap-online.org NECcentral@snap-online.org NECEast@snap-online.org

Committee Appointments

Each position on the SNAP Board of Directors is assigned to serve on various committees. Some positions are required to serve on particular committees in order to fulfill the responsibilities of the position.

Description of the Committees:

Executive Committee:

- Comprised of the **President, Vice President, and Secretary/Treasurer**; the President serves as Chairperson
- Makes decisions on behalf of the Board of Directors between meeting dates. The decisions are ratified by the Board of Directors at the next business meeting.
- Responsible for decisions regarding the Dr. Rena Lawrence Award, the Chapter Excellence Award, and the Advisor of the Year Award

Budget/Scholarship Committee:

- Comprised of the **Secretary/Treasurer** and two (2) others; the Secretary/Treasurer serves as Chairperson
- Edits the First Year and Upperclassmen scholarship applications, if necessary
- Responsible for overseeing and adjusting the organization's finances, as deemed appropriate
- An **Alumni Committee** is responsible for the selection of scholarship recipients according to the established guidelines, enabling all members of the Board to apply for scholarships

Community Health Committee:

- Comprised of three (3) Board members
- Responsible for decisions regarding the Community Health Award

Communication Committee:

- Comprised of three (3) Board members
- Responsible for decisions regarding the SNAP Chapter Newsletter and Website Award

Membership Committee:

- Comprised of **ALL Regional Coordinators**
- Responsible for revision of the membership PowerPoint presentation found on the SNAP website
- Responsible for decisions regarding the Membership Award
- Assist chapters with membership recruitment

Legislative Committee:

- Comprised of the **Legislative Coordinator** and two (2) others; the Legislative Coordinator serves as chairperson
- Responsible for the evaluation and implementation of the organization's Bylaws, Policy Manual, and Resolutions
- Responsible for decisions regarding the Jamey Thiel Miller Memorial Legislative Award

Please note:

The **Vice President** is Chairperson of the **Convention Planning Committee**. He/She will work closely with the Executive Director to coordinate the convention as well as another member of the Board.

The President may also assign Board members to year-long committees as deemed necessary.

Frequently Asked Questions

- **How do I know what region I would represent as a regional coordinator?**
The regions are listed in every article of *Insight*, SNAP's quarterly publication. They are categorized by school and are as follows:

NEC West (includes North West and South West Regions)

North West Region

Butler County Community College
Carlow University
Citizens School of Nursing
Clarion University of Pennsylvania (Clarion Campus)
Clarion University of Pennsylvania (Venango Campus)
Community College of Beaver County
Duquesne University
Edinboro University
Gannon University
UPMC Jameson School of Nursing
Lock Haven University (Clearfield)
Mercyhurst University
Ohio Valley General Hospital School of Nursing
Pennsylvania State University (Behrend Campus)
Pittsburgh Technical Institute
Sharon Regional Health System School of Nursing
UPMC St. Margaret Memorial Hospital School of Nursing
University of Pittsburgh (Bradford)
University of Pittsburgh (Pittsburgh)
University of Pittsburgh (Titusville)

South West Region

Community College of Allegheny County (Allegheny)
Community College of Allegheny County (Boyce)
Community College of Allegheny County (California University of PA)
Community College of Allegheny County (North)
Community College of Allegheny County (South)
Conemaugh Valley Memorial Hospital School of Nursing
Indiana University of PA
LaRoche College
Mercy Hospital School of Nursing
Mount Aloysius College
Pennsylvania State University (Altoona)
Pennsylvania State University (Fayette)
Robert Morris University
Saint Francis University
Seton Hill University
University of Pittsburgh (Greensburg)
University of Pittsburgh (Johnstown)
UPMC Shadyside Hospital School of Nursing
Washington Hospital School of Nursing
Waynesburg University
West Penn Hospital School of Nursing
Westmoreland County Community College
Westmoreland County Community College at Indiana County Community College

NEC Central (Includes South Central and North East Regions)

South Central Region

Alvernia University
Geisinger-Lewistown Hospital School of Nursing
Harrisburg Area Community College (Gettysburg Campus)
Harrisburg Area Community College (Harrisburg Campus)
Harrisburg Area Community College (Lancaster Campus)
Harrisburg Area Community College (York Campus)
Immaculata University
Messiah College
Penn College of Health Sciences
Pennsylvania State University (Hershey)
Pennsylvania State University (Mont Alto)
Pennsylvania State University (University Park)
Reading Area Community College
Reading Hospital School of Nursing
West Chester University
Wilson College
York College of PA

North East Region

Bloomsburg University
East Stroudsburg University
Joseph F. McCloskey School of Nursing at Schuylkill Health
Lock Haven University, UPMC Susquehanna (Williamsport)
Luzerne County Community College (Honesdale)
Luzerne County Community College (Nanticoke)
Luzerne County Community College (Shamokin)
Mansfield University
Marywood University
Misericordia University
Pennsylvania College of Technology
Pennsylvania State University (Schuylkill Campus)
Pennsylvania State University (Worthington Scranton Campus)
University of Scranton
Wilkes University

NEC East (Includes Central and Greater Philadelphia and South East Regions)

Central Philadelphia Region

Community College of Philadelphia
Drexel University
Gwynedd Mercy University, Philadelphia Campus
Jefferson College of Nursing (Center City Campus)
Northeastern Hospital School of Nursing
Temple University
University of Pennsylvania

Greater Philadelphia Region

Eastern University
Cabrini University
Gwynedd Mercy University (Bensalem Campus)
Harcum College
Holy Family University (Main Campus)

Holy Family University (Newtown Campus)

La Salle University (Newtown Campus)

La Salle University (Philadelphia Campus)

Lincoln University of PA

Roxborough Memorial Hospital School of Nursing

Villanova University

Widener University

South East Region

Bucks County Community College

Cedar Crest College

Delaware County Community College

DeSales University

Gwynedd Mercy University (Main Campus)

Jefferson College of Nursing (Abington-Dixon Campus)

Lehigh Carbon Community College

Montgomery County Community College

Moravian College

Neumann University

Northampton Community College

St. Luke's Hospital School of Nursing

- **If I plan to run for a position at the convention, do I have to wait until the convention to submit a Consent to Serve Application?**

No, you do not have to wait. You can submit a *Consent to Serve* application form to the Nominations and Elections Committee (NEC) prior to convention. If the NEC accepts your application, you will be a pre-slated candidate. The link to the *Consent to Serve* application form can be found on the SNAP website: www.snap-online.org/about-us/nominations-elections-committee-nec (the link is under "Nominations and Elections tab") and is due by **OCTOBER 28, 2020**. This document is a JotForm online form. The link is

<https://form.jotform.com/snapboard/consent-to-serve-form-2020>. Candidates will be placed on the official ballot in the order in which they are received, both as pre-slating or nominated from the floor of the House of Delegates. **Candidates running from the floor for the Virtual Convention must submit the Consent to Serve Jotform by 5:00 p.m. on Thursday, November 12, 2020** in order for the NEC to review and add candidate to the official Slate of Candidates. **Nominations from the floor will be accepted ONLY for elective positions with less than two (2) candidates.**

- **Are freshmen allowed to run for a position on the Board of Directors?**

Yes, any nursing student who is a member of NSNA/SNAP may run for a position on the Board of Directors.

- **How will I know the rules and regulations for campaigning?**

The NEC will contact all potential candidates providing them with information regarding the election process. They will inform potential candidates of specific due dates for application, how and when to campaign, as well as answer any questions the candidates may have.

- **What is the time commitment required if I am elected to a position?**

Each position on the Board requires dedication and commitment. The NEC is available to describe the commitment involved for each position on an individual basis. Those elected to the SNAP Board of Directors must attend the post-convention board meeting, four additional board meetings held between conventions - usually January (mandatory attendance), March, June and September - and the pre-convention and post-convention board meetings (also mandatory). The NEC must attend the post-convention board meeting, the LEAD Workshop in the spring, the September board meeting and the pre- and post-convention board meetings.

- **Do I have to make a speech?**

Yes, each candidate is required to make a two (2) minute speech during the convention, stating their qualifications, reasons for running for the position, as well as their goals if elected. The presidential candidate speeches are five (5) minutes in length per candidate. **(For Virtual Convention, candidates must record their speech and answer questions and include it on their Consent to Serve Jotform. See Campaign Rules & Regulations 10)**

- **Will there be someone to guide and direct me if elected?**

Yes, each elected Board member will receive an orientation by his/her predecessor on the Saturday *following* convention. Additionally, the Executive Director and Consultants are available throughout the year to advise the Board of Directors. All elected Board members and NEC are required to attend the orientation and post-convention meeting on the Saturday after the close of convention

- **Where are the Board of Directors meetings held?**

The meetings are held four times a year in Harrisburg, PA. It is the responsibility of each Board member to secure reliable transportation. Additionally, Board members may miss only one Board of Directors meeting or scheduled phone/Zoom conference. If a Board member misses a second meeting, it results in immediate dismissal from the Board.



THE STUDENT NURSES ASSOCIATION OF PENNSYLVANIA

Campaign Rules and Regulations

As SNAP is a student organization, one goal is to provide all eligible members an equal opportunity to run for a state office. The purpose of SNAP's Campaign Regulations is to assist members running for a state office to conduct their campaign in a way that will provide equal opportunity for candidates to inform members of their qualifications. Campaign rules and regulations are established to minimize possible conflicts of interest. It is the SNAP member's sole responsibility to know and abide by these rules.

1. APPLICATION – CONSENT TO SERVE

- 1.1 All Candidates will submit an online Consent to Serve (CTS) application via Jotform.
- 1.2 Candidates will be listed on the official Slate of Candidates in the order their Consent to Serve was received.
- 1.3 It is the responsibility of the Nominations and Elections Committee (NEC) to verify the credentials of candidates following the criteria set forth in SNAP Bylaws and Policies.
- 1.4 The NEC reserves the right to slate or not slate the potential candidate based on those qualifications.
- 1.5 Prior to being slated or nominated, all candidate Consent to Serve applications for state office are to be held in utmost confidentiality.
- 1.6 Candidates who are transferring schools, and graduates of associate degree and diploma schools who are planning to enter baccalaureate programs, must have written proof of application status to the new school.

2. PRE-SLATING

- 2.1 Candidates who wish to be considered for pre-slating must submit their Consent to Serve application three (3) weeks prior to convention.
- 2.2 Pre-slated candidates shall be listed on the ballot before other candidates in the order their Consent to Serve application was received.

3. CAMPAIGNING

- 3.1 Campaigning is defined as the use of verbal or written materials, including social media, for the purpose of:
 - 3.1.1 Informing the membership of intent to run for an office *after* notice of being placed on the official Slate;
 - 3.1.2 Presenting the personal qualifications and accomplishments of the candidate;
 - 3.1.3 Discussing a candidate's stance on issues;
 - 3.1.4 Discussing a candidate's goals and objectives.
- 3.2 Campaigning may not occur until potential candidates are officially placed on the Slate and become candidates.
- 3.3 Campaigning does not prohibit a candidate from addressing an issue other than their candidacy at appropriate hearings, forums, caucuses or meetings.

4. PRE-CONVENTION CAMPAIGNING

- 4.1 Prior to being slated on the official Slate of Candidates, potential candidates are permitted to solicit support **ONLY** at their own school meetings. Soliciting is not equivalent to campaigning. Soliciting is defined as:
 - 4.1.1 Raising financial support for their campaign
 - 4.1.3 Securing faculty support
- 4.3 After the Slate is selected and officially announced, only those candidates on the Slate may campaign via, but not

limited to mail, phone, email, text and social media.

4.4 The SNAP Board neither encourages nor prohibits pre-convention campaigning by candidates on the official Slate.

4.5 Campaign donations other than those from the candidate's school or state are prohibited.

4.6 Candidates who distribute materials do so at their own risk and at their own expense.

4.7 SNAP takes no responsibility for publicity materials distributed by a candidate. Candidates may not use the SNAP logo and/or the Convention logo in their campaign materials.

4.8 SNAP will not endorse any candidate through SNAP publications and/or a direct link from the web site (www.snap-online.org) Candidates may not tag the SNAP Instagram account and/or post on the Facebook page.

5. CANDIDATES AND CAMPAIGN MANAGERS

5.1 Candidates may choose to have one campaign manager and one alternate to handle his/her campaign.

5.1.1 A candidate can only have one campaign manager officially representing the candidate at any time in any capacity. This campaign manager will wear a campaign manager ribbon.

5.1.2 An alternate campaign manager is defined as a person authorized to fill the position of and exercise the duties of the primary campaign manager in the event the primary campaign manager is unavailable.

5.2 All campaign managers must be NSNA/SNAP members

5.2.1 The penalty for violation: removal of campaign materials and campaign managers from Campaign Headquarters.

5.3 No campaign manager may work for more than one candidate.

5.4 Only one campaign manager at a time is permitted to assist the candidate in the Campaign Headquarters during, "Meet the Candidate" sessions (*not applicable for Virtual Convention*).

5.5 Within Campaign Headquarters, all candidates, campaign managers, and alternate campaign managers may campaign only in their designated area (*not applicable for Virtual Convention*).

5.6 A candidate's designated area is defined as the table assigned to them by the NEC in Campaign Headquarters.

Candidates and/or their campaign are not permitted to move the tables unless pre-approved by the NEC. (*not applicable for Virtual Convention*).

6. CAMPAIGN HEADQUARTERS AND CAMPAIGNING AT CONVENTION (*not applicable for Virtual Convention*).

6.1 A room at the convention hotel is designated as Campaign Headquarters.

6.2 All candidates, whether placed on the official Slate by the NEC or nominated from the floor, will be assigned a table in the Campaign Headquarters.

6.3 Only NSNA/SNAP members, and SNAP staff on official business, will be allowed in Campaign Headquarters.

Faculty Advisers are not permitted in Campaign Headquarters.

6.4 Boundaries where campaigning is permitted will be set by the NEC prior to the first candidates' meeting.

6.4.1 During the convention, campaigning is prohibited in the Registration Area, program sessions, exhibit hall, the House of Delegates, or outside the voting area during voting.

6.5 Verbal campaigning may not be done at mandatory delegate meetings or program sessions, with the exception of official meetings scheduled for the purpose of campaigning such as the Candidates' Presentations.

6.6 Attendance at Meet the Candidates sessions is required by all slated candidates.

6.7 Campaign material is subject to NEC approval and the NEC reserves the right to reject any campaign material deemed inappropriate. Candidates are encouraged to request clarification from the NEC.

6.8 Inappropriate use of proprietary materials, intellectual property, trademarked or copyrighted materials is not permitted without written permission.

6.9 Each candidate may have one poster, **no larger than 36" x 48"**, displayed in the Campaign Headquarters. Candidates may only use the space on the table that is provided in Campaign Headquarters (i.e. nothing is permitted on the floor). A table for poster or display will be provided.

6.10 Each Candidate's Consent to Serve form will be available for inspection in Campaign Headquarters throughout the Convention. The Slate of Candidates may be presented in appropriate SNAP publications such as EventBrite or INSIGHT.

6.11 SNAP and/or the Convention venue will not be responsible for the materials left in the Campaign Headquarters.

6.12 All Campaign materials must be removed from Campaign Headquarters at the end of Meet the Candidates session on Friday.

6.12.1 All remaining materials left in Campaign Headquarters after the end of Meet the Candidates will be

~~~~~discarded.

## **7. CANDIDATES NOMINATED FROM THE FLOOR** *(not applicable for Virtual Convention. Please see current information received by the SNAP Nominations and Elections Committee or contact them directly).*

7.1 Persons anticipating nomination from the floor are NOT permitted to campaign prior to being nominated. Persons are not permitted to release any campaign materials prior to being placed on the official Slate of Candidates.

7.2 A candidate nominated from the floor must give their application for state office and supporting credentials for eligibility to a member of the NEC **TWO HOURS** prior to being nominated. Eligibility must be verified prior to being nominated. School verification must be submitted thirty days after election to the board/NEC. **Nominations from the floor will be accepted ONLY for elective positions with less than two (2) candidates.**

7.3 Candidates nominated from the floor will be placed on the ballot in the order they are nominated.

## **8. WRITE-IN CANDIDATES**

8.1 A write-in candidate is defined as a member whose is not already nominated for the specific position, he/she is being written in for the position.

8.2 Although not permitted to campaign, write-in candidates must obey the *Campaign Regulations, Campaign Ethics and Professionalism*.

8.3 Write-in candidates must meet all eligibility requirements as specified in the SNAP bylaws.

8.4 To be a successful in being elected by write-in, the write-in candidate must have at least ten (10) votes.

8.4.1 In addition, successful write-in candidates will need to submit a Consent to Serve application and School Verification within thirty days of their election to the Board.

## **9. CANDIDATES AS DELEGATES**

9.1 The SNAP Board places no restriction on the dual role of candidate-delegate; however, candidate should keep in mind that he/she may not campaign in the House of Delegates but may display the candidate ribbon.

## **~~10. Candidates' Presentations (see below Virtual Convention).~~**

~~10.1 During the Candidates' Presentations, candidates for the office of president will present a statement for a maximum time of five (5) minutes, at which time goals of office and/or approaches for fulfilling the office will be presented.~~

~~10.2 Candidates for all other offices will present a statement for a maximum of two (2) minutes.~~

~~10.3 Candidates may use written notes or those prepared on an electronic device for their personal statement.~~

~~10.4 Only the candidates may speak on their own behalf unless there is a legitimate reason, as determined by the NEC. In the event the absence is justified, the NEC will present the candidates remarks.~~

## **10. FOR VIRTUAL CONVENTION:**

10.1 Candidates running for the office of president will include a video presenting an introduction and their goals and qualifications for a maximum time of five (5) minutes on their Consent to Serve Jotform.

10.2 Candidates running for all other offices will include a video presenting an introduction and their goals and qualifications for a maximum time of two (2) minutes on their Consent to Serve Jotform.

10.3 Candidates running for the office of president will also include a video answering the two (2) questions listed on page 12 of the Candidate's Packet for a maximum time of four (4) minutes on their Consent to Serve Jotform.

10.4 Candidates running for all other offices will also include a video answering one of the questions listed on page 12 of the Candidate's Packet for a maximum time of two (2) minutes on their Consent to Serve Jotform

## **11. VIOLATION OF CAMPAIGN REGULATIONS**

11.1 The Nomination and Elections Committee (NEC) will take necessary action against those who violate and Campaign Rules and Regulations.

11.2 Reports of campaign regulation or ethical violations must be submitted in writing to a member of the NEC. Reporters of violations will be kept confidential except as outlined in 11.3.

11.3 If the NEC believes that a campaign violation or ethical violation has occurred, the NEC shall conduct an investigation as it may deem advisable. If appropriate, a meeting with the candidate, potential candidate, campaign manager(s), and/or all persons involved will be held. In the event that the NEC is unable to resolve the issue, a confidential written report with recommendations shall be delivered to the SNAP Board of Directors for due process in accordance with procedures set forth in *Robert's Rules of Order*.

11.4 For campaign violations occurring prior to official placement of the prospective candidate's name on the official Slate, the penalty will include loss of the privilege to be included on the official Slate prior to convention.

11.4.1 In such event the potential candidate will be allowed only to run from the floor.

11.5 If the violation occurs prior to the presentation of the official Slate to the House of Delegates, the Board of Directors shall discuss the violation and determine the outcome following the penalties set forth in *Candidate's Packet*.

11.6 For campaign violations occurring after the official placement of a candidate on the Slate, the penalty may include, but shall not be limited to: (i) removal of campaign material and campaign managers from the Campaign Headquarters; and or (ii) removal of candidate from the ballot by the House of Delegates on recommendation of the Board of Directors.

11.6.1 If a violation occurs, a sign will be placed on the candidate's table stating, "It has been determined by the Nominating and Elections Committee that (Name of Candidate) has violated SNAP's campaign Rules and Regulations. Therefore, his/her campaign materials have been removed."

## **12. TELLERS (*not applicable for Virtual Convention*).**

12.1 At least three (3) tellers are needed for the election results.

12.2 Tellers cannot be from schools with candidates.

12.3 Tellers cannot be delegates, candidates or campaign managers.

12.4 The tellers must vote amongst themselves who the chairperson of the tellers will be.

12.5 Tellers monitor the elections and count the ballots under the direction of the chairperson of the tellers, who will verify the election results.

## **13. ELECTION RESULTS (*not applicable for Virtual Convention*).**

13.1 Election results will be announced during the last House of Delegates meeting. The chair of the tellers will announce the number of votes each candidate received during the last House of Delegates meeting. After the Teller's report, the President will determine the election winners.

## **14. STATEMENT OF APPROPRIATENESS**

14.1 It is expected that all NEC members and members of the SNAP Board of Directors will conduct themselves in an honest and ethical manner with particular consideration for the rights and privileges of all candidates.

14.2 The NEC and the SNAP Board of Directors will refrain from verbal and non-verbal endorsement of any candidate for state office.

14.3 Campaign Managers and Alternate Campaign Managers will refrain from verbal and non-verbal endorsement of any candidate for state office other than the candidate they are representing.

## **GUIDELINES FOR CANDIDATE VIDEOS**

1. Maintain a professional appearance
2. Use a solid background
3. No video animations
4. No school logos/signs, no hospital/health system logos or identifiers (name badges, etc.), on corporate logos (such as Nike, Adidas, Gucci, etc.)
5. Put your best foot forward, remember this is the primary method of making an impression on the delegates.
6. Approach this as you would a job interview.
7. Practice makes perfect. Practice recording your videos and review them.
8. Pay attention to verbal and non-verbal expressions (maintain eye contact, maintain good posture, smile, speak clearly, be articulate, and precise in your statements, try not to ramble on)
9. Remove distractions (silence cell phone, etc.)
10. Film in a quiet location and minimize background noise.

### **QUESTIONS FOR PRESIDENTIAL CANDIDATES**

Please submit a video answering the following two (2) questions (four (4) minutes in length):

1. What do you see as the major role of the President of SNAP?
2. Since the emergence of Covid-19 this year, membership at the national level and SNAP have begun a declining trend. What leadership would you provide to guide the organization in reversing this trend?

### **QUESTIONS FOR ALL OTHER CANDIDATES**

Please submit a video answering one (1) of the following questions (two (2) minutes in length):

1. What is your vision for the office you are seeking, and how does your vision align with the goals of SNAP?
2. As a SNAP officer, how will you promote leadership at the local, state and national levels?
3. How do you plan to manage being a SNAP officer, social and academic obligations?
4. How would you resolve a situation in which there is a difference of opinion?

# For All Candidates and Campaign Managers

The following policies regarding the SNAP Convention and the Elections process must be read, understood and agreed to by each candidate, their campaign managers and alternate managers. These policies can be found in the SNAP Policy Manual.

## Policies Regarding Candidates for Office at SNAP Convention

1. Candidates running for office must be present at the Convention.
2. The newly elected officers must attend the Virtual Post-Convention Board meeting on Saturday following the close of the Convention (*mandatory on Saturday, November 21, 2020*), the January Board of Directors meeting (*mandatory on January 23-24, 2021- to be determined whether in-person or virtual*) and the Pre- and Post-convention meetings for the following year (*mandatory on November 16-20, 2021 at the Hilton Harrisburg*). It is highly encouraged that all SNAP Board of Directors and Nominations and Elections Committee (NEC) attend the LEAD Workshop (*March 20-21, 2021*). Those elected to the SNAP Board can only miss one Board meeting to continue in their position. Other Board meetings will be scheduled in June and September 2021 and dates will be set at the post-Convention Board meeting.
3. The Convention delegates shall have an opportunity to review the candidates' videos that includes an introduction, qualifications and answer to Candidate Questions in the Candidates' Virtual Headquarters.
4. Candidates shall follow the Campaign Rules and Regulations established by the SNAP Board of Directors.
5. The Chair of the Tellers shall present the tally of votes received for the candidates to the Virtual House of Delegates. This information will be kept on record with the minutes.
6. The immediate past president shall present the outgoing officers' recommendations to the new Board of Directors at the Post-Convention Board meeting.