



Nominating Committee

Committee Description: We are responsible to ensure that all elections, outside of the internal Board of Directors elections, are done according to the ACS bylaws, and that there is a determined effort to be fair minded with great outreach to insure an inclusive environment.

Roles & Responsibilities:

- **What does the committee work entail?** This committee makes sure that all candidates for the Board of Directors or any ACS awards are informed and vetted. Each year the Nominating Committee:
 - Assures that notices go out to ACS members to self-nominate for Board of Directors openings, as well as any ACS awards. Any member may also nominate deserving members for awards.
 - Produces a Board of Directors slate that mirrors the diversity of ACS and meets the current and future needs of ACS and the American artisan cheese industry.
 - Reaches out to those who are nominated to communicate responsibilities and expectations.
 - Once the elections are over, we reach out to all candidates to inform them of results.
- **Is any travel required?** No travel is required.

Time Commitment:

- **What months are busiest?** The busiest months are at the beginning of the calendar year, to set up the slate of nominees for election for the Board of Directors and then persons for the ACS awards
- **How many hours are generally expected of a committee member each month?** At the busiest time, about 4-6 hours a month
- **How long are members expected to participate on the committee?** The committee is selected yearly by the President of the ACS Board

Desired Skills:

- Well-connected within the ACS and cheese community
- Works well with others on finding consensus
- Active ACS member
- Inclusive mindset
- Respectful of committee confidentiality commitments
- Good communicator

Current Meeting Schedule:

- Sept-Jan, once monthly; Feb-Mar, biweekly; Apr-Jun once a week.
- It is important to attend all meetings to maintain continuity.

*Please note that current Nominating Committee members are not eligible to be elected to the ACS Board of Directors.

