

## **NCQHYA Candidate Requirements**

### **Requirements of Candidates:**

**All Youth Officers and Directors must attend the NCQHYA annual meeting, the NCQHA annual banquet, the Youth Leadership Retreat, the Spring Classic, the Summer Classic/Youth Show and the Fall Classic.**

**Please note nominations may be made from the floor for Directors but the nominated candidate must meet all requirements listed below.**

**All candidates must be present at the Annual Meeting and be prepared to talk about why they want to serve NCQHYA and how they will represent NCQHYA.**

For President:

- Must be a current member of AQHYA.
- Must have been a member of NCQHYA for at least three (3) years.
- Must have served as an Executive Officer for at least one (1) year and served on the Executive Committee as a Director for at least one (1) year.
- Must have NCQHYA membership for current year paid prior to elections at Annual meeting.
- Must attend mandatory meetings and events listed above and any other deemed necessary by the NCQHYA Youth Advisor and/or Youth Advisory Committee.
- Must have Parental Consent and signed parental support by deadline. {See Intent to Serve form}

For Executive Vice President:

- Must be a current paid member of AQHYA.
- Must have been a member of NCQHYA for at least two (2) years.
- Must have served as an Executive Officer or Director for at least one (1) year.
- Must have NCQHYA membership for current year paid prior to elections at Annual meeting.
- Must attend mandatory meetings and events listed above and any other deemed necessary by the NCQHYA Youth Advisor and/or Youth Advisory Committee.
- Must have Parental Consent and signed parental support by deadline. {See Intent to Serve form}

For Treasurer:

- Must be a current member of AQHYA.
- Must have been a member of NCQHYA for at least two (2) years.
- Must have served as an Executive Officer or Director for at least one (1) year.
- Must have NCQHYA membership for current year paid prior to elections at Annual meeting.
- Must attend mandatory meetings and events listed above and any other deemed necessary by the NCQHYA Youth Advisor and/or Youth Advisory Committee.
- Must assist the NCQHA/NCQHYA treasurer in providing financial reports to the NCQHA Board of Directors and Youth Advisory Committee.
- Must have Parental Consent and signed parental support by deadline. {See Intent to Serve Form}

For Secretary:

- Must be a current member of AQHYA.
- Must have been a member of NCQHYA for at least two (2) years.
- Must have served as an Executive Officer or Director for at least one (1) year.
- Must have NCQHYA membership for current year paid prior to elections at Annual meeting.
- Must attend mandatory meetings and events listed above and any other deemed necessary by the NCQHYA Youth Advisor and/or Youth Advisory Committee.

- Must communicate and work well with Youth Advisor, Youth Activities Committee and Youth Executive Committee as needed to meet communication needs of the Association.
- Must keep Minutes for Executive Meetings and Youth Meetings scheduled throughout the year. Minutes must be typed after meetings with a copy sent to the Youth Advisor within two weeks of meeting.
- Must maintain a Notebook of Minutes and IMPORTANT written communications to pass on at the end of the year to the next Secretary.
- Must have Parental Consent and signed parental support by deadline. {See Intent to Serve form}

For any other Officers as deemed necessary by the Youth Activities Committee:

- Must be a current member of AQHYA.
- Must have been a member of NCQHYA for at least (1) year.
- Must have served as Director for at least one (1) year.
- Must have NCQHYA membership for current year paid prior to elections at Annual meeting.
- Must attend mandatory meetings and events listed above and any other deemed necessary by the NCQHYA Youth Advisor and/or Youth Advisory Committee.
- Must give reports as required by specific position at Executive and Youth Meetings.
- Must have Parental Consent and signed parental support by deadline. {See Intent to Serve form}

For Director (total of 8 possible positions):

- Must be a current member of AQHYA.
- Must be 11 years of age as of December 31, 2022.
- Must have been a member of NCQHYA for at least one (1) year.
- Must have NCQHYA membership for current year paid prior to elections at Annual meeting.
- Must attend mandatory meetings and events listed above and any other deemed necessary by the NCQHYA Youth Advisor and/or Youth Advisory Committee.
- Must have Parental Consent and signed parental support by deadline. {See Intent to Serve form}

With the signing of this form, I, \_\_\_\_\_, and my parent/guardian \_\_\_\_\_, understand the responsibilities and requirements of the office(s) in which I intend to run as a candidate. I understand this signed form, and the signed Intent to Serve form must be received the Youth Advisor, **NO LATER** than **DECEMBER 15<sup>th</sup>**, 2022.

\_\_\_\_\_  
Youth Candidate Signature

\_\_\_\_\_  
Parent/Guardian Signature

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

Please note that if there are no qualified candidates for the officer positions then it will be up to the discretion of the Youth Advisor and the Youth Activities Committee as to what action to take.

Please notify the Youth Advisor by email or text message when you mail this form with your Intent to Serve so receipt of it can be monitored. Thank you.

Please contact the Youth Advisor with any questions.