

QUALIFICATIONS, EXPECTATIONS, AND TRAINING OF GEOGRAPHIC REGION GOVERNORS

This document is intended to provide guidance to ASCE members seeking to become a Geographic Region Governor. It describes the required qualifications for this position, expected time commitments, expected financial resources, and the training required. An abbreviated outline of the nomination process, including a list of the documents that must be submitted by each Candidate, is also provided.

A prospective Geographic Region Governor should visit the ASCE website to review the Society's governing documents and Code of Ethics. After careful study of these resources, a Candidate should be prepared to offer an informed commitment to the qualifications, expectations and training requirements herein described.

It is also expected that Geographic Region Governors have the appropriate support from both their family and employer. As the time commitment in this role is significant, it is essential that those who have demands or expectations on the Geographic Region Governor's time be fully aware of, and agreeable to, the commitment being made.

Each Region Nominating Committee, potential Candidate, and anyone soliciting potential Candidates should become familiar with these qualifications, expectations, and training requirements.

I. Qualifications.

Candidates for the office of Geographic Region Governor shall be a Society member in Good Standing, have an Address of Record within the Region being represented, have served as a Section or Branch officer, as a member of a Section or Branch committee, or as a member of a Standing Board or Society Committee, and shall not currently be serving or pursuing nomination as a Technical Region Governor.

Geographic Region Governors must possess many traits and abilities beyond those specified by the Bylaws and Rules of Policy and Procedure. The most noteworthy abilities an ASCE Geographic Region Governor should possess are that of a skilled communicator with members and the public, in government relations and advocacy; be an effective presenter; visionary planner; motivator; negotiator; conflict manager; and a consensus builder. As a member of the Geographic Region Board of Governors, you provide feedback to the ASCE Board of Direction and help steer the Society toward its goals.

II. Election Process for Geographic Region Governor.

A. *Letter of Intent.* Candidates for the office of Geographic Region Governor shall declare their intent to pursue office by submitting a Letter of Intent to the

Chair of their Region Nominating Committee and the Society Secretary. The Letter of Intent shall confirm the Candidate has reviewed the Qualifications, Expectations, and Training of Geographic Region Governors posted on the Society's website, understands the financial and personal commitment required, and intends to comply with the responsibilities for service as a Geographic Region Governor. The Letter of Intent shall be submitted not later than December 1, with the following election materials.

- B. *Biographical Statement.* Candidates for the office of Geographic Region Governor shall submit, in the format stipulated by the Society Secretary, a Biographical Statement not to exceed two hundred (200) words. The Biographical Statement shall be submitted in Word format.
- C. *Vision Statement.* Candidates for the office of Geographic Region Governor shall submit a Vision Statement not to exceed two hundred (200) words. The Vision Statement shall be submitted in Word format. The Vision Statement details the Candidate's vision for the Society and plans for activities during their term in office.
- D. *Photograph.* Candidates shall submit a high-resolution color photograph of the head and shoulders only, in a professional setting, suitable for publication. The photograph shall be submitted in jpg or gif format.
- E. *Region Nominating Committee.* Each Geographic Region Nominating Committee shall select up to two (2) Official Nominees for each elected vacancy. The Chair of the Region Nominating Committee shall submit the names of the Official Nominees to the Society Secretary not later than March 1 for inclusion on the election ballot. The Region Nominating Committee shall not convene to select Official Nominees until after the December 1 declaration deadline.

III. *Expectations.*

Duties of the Geographic Region Governor shall include, but are not limited to, preparation for, attendance at and participation in meetings of the Geographic Region Board of Governors; service on Society-level committees to which they are appointed; attendance at meetings of Councils, Sections, Branches, student organizations, technical and professional groups, and Younger Members; and leadership at Council meetings, Multi-Region Leadership Conferences, and Younger Member forums.

- A. *Time.* The approximate annual time expected from each Region Governor is shown below. In addition to the meeting days, a Region Governor should be willing to spend additional time in preparation for and travel to meetings. Many of these days will be over weekends, but week days will also be required. A Region Governor must be able to attend all Region Board and applicable committee meetings to be effective and to provide adequate representation.

The days shown below are only an estimate and should not be considered absolute.

	Days Per Year
Annual Convention	4
Leader Orientation (incoming leaders only)	1.5
Presidents and Governors Forum	1.5
Fly-In	3-4
Committee Meetings (as assigned)	4
Region Board Meetings (minimum of 2 face-to-face)	5-6
Multi-Region Leadership Conference	2-3
Section, Branch, Student Chapter, Student Conference Visits	10
Preparation for Meetings	3
<i>Minimum expected total (many meetings will be held virtually)</i>	34-37 days

- B. *Financial.* Financial requirements are also substantial. A Region Governor may be reimbursed for reasonable travel expenses in accordance with Society policy. A Region Governor will bear any additional expenses. The personal expense to a Region Governor is estimated to be approximately three hundred dollars (\$300) to twelve hundred dollars (\$1,200) per year. This amount may vary depending on the size of the Region, the number of units within the Region, and the number of committee appointments assigned to a Region Governor. Candidates should talk with the incumbent Geographic Region Governor for an estimate of their personal expense.

IV. *Training.*

All Candidates for the office of Geographic Region Governor shall review the ASCE website, Policy Statements, Constitution, Bylaws, Rules of Policy and Procedure, and Code of Ethics when considering a position as Geographic Region Governor. In addition, Candidates shall review and agree to the provisions of this document in order to proceed with nomination. If possible, Candidates for Geographic Region Governor should attend a Region Board meeting, Multi-Region Leadership Conference, and consult with the incumbent Geographic Region Governor when considering an elected position.

Newly-elected Geographic Region Governors are required to attend Leader Orientation, typically held in September, prior to being installed into office.