

ELECTED WSNA/SJMC Local Unit Officer Nominations

It is time to develop a slate of candidates for our Local Unit Officers. Our local unit's strength and effectiveness is determined by the level of participation. Elected WSNA Local Unit Officers, appointed Unit Reps and Committee Members work in partnership with the WSNA Nurse Representative and are the backbone of our local unit. Overviews of each position are on the back of this form.

If you are interested in being a leader in our Local Unit or know someone who might be a great candidate, this is your opportunity to nominate yourself or someone whom you feel would fill the role well. Training for each of these positions will be provided. Officer, Unit Rep and Committee Member terms are for three (3) years. Officers, Unit Reps, or Committee Members may succeed themselves.

Please nominate yourself or someone else. If you are nominating someone as Local Unit Officer, other than yourself, they will have to agree to be placed on the slate, so encourage them to run and ask them to complete a Consent to Serve form. If you are nominating yourself, please complete your own Consent to Serve form. All nominees must be members in good standing. Unit Reps and Committee Members are not required to complete the Consent to Serve forms.

Return in the enclosed self-addressed envelope postmarked no later than August 30, 2019

Elected Officers

Co-Chairperson _____

Co-Chairperson _____

Secretary _____

Treasurer _____

Grievance _____

Grievance _____

Membership: _____

**Return envelopes must be postmarked
no later than August 30, 2019!**

WSNA Local Unit Officer & Unit Rep Position Overview

Co-Chair

The Local Unit Co-Chairs are the leaders and coordinators of the local unit. The Chair is responsible for ensuring that goals and business of the Local Unit are accomplished. The goals are that members are informed and involved, that the Local Unit Rules are followed, and committees are functioning and accountable. Sounds like a big job—it is! Don't worry— you do not have to do this alone!

Secretary

The Local Unit Secretary as an officer and member of the Local Unit Executive Committee is responsible for ensuring that all officers and committees of the local unit are notified of upcoming meetings and events. The Local Unit Secretary assists with gathering information for the local unit newsletters and works with the Local Unit Chair in sending the materials to the WSNA Nurse Representative at the WSNA Office.

Treasurer

In 1978, the membership of the Washington State Nurses Association voted to allocate 4% of dues paid by each member of a bargaining unit to a local unit fund to be used to support activities of each local unit. Since then, funds have been used to assist local unit officers and others to carry on the important tasks before them in representing the interests of members.

The Treasurer's duties include authorizing and signing for payment of bills that have been approved by the Chairperson; keeping an itemized account of all receipts and disbursements; reporting to the Executive Committee on the status of the dues.

Grievance Officer

The Grievance Officer is an important office in the local bargaining unit and a member of the Local Unit Executive Team. The Grievance Officer oversees contract enforcement using the grievance procedure found in the contract, and by doing so, advocates for all nurses.

Membership Coordinator

The Membership Coordinator(s) attends all new hire orientations to allow nurses to sign up for membership. The Membership Coordinator is also responsible for ensuring that Unit Reps update the bulletin boards on all units.