

Election Procedures Illinois USA Gymnastics Committee

The election of the USAG Illinois State Committee members is done on a staggered year system in May of every year. Each elected member:

- A. Serves for a two-year term
- B. Has 1 vote
- C. Must be nominated (must first have permission to be nominated)

The election of the Committee will follow the format below:

Even Years	Odd Years
<u>2012, 2014, 2016</u>	<u>2011, 2013, 2015</u>
State Chairman	Junior Olympic Chairman
Level 8 Chairman	Level 9, 10 Chairman
Level 6 Chairman	Level 7 Chairman
Level 4 Chairman	Level 5 Chairman
Secretary Safety	
Elite	

Nomination requests will be posted online in March. Any nomination form not filled out completely will be disqualified. Please make sure the EVERY piece of information is filled out so that the nomination will be valid. If only one person is nominated for a particular position, the State Chairman will cast the deciding vote on the person nominated.

Election will be held on line for all professional members that are registered with the USAG as of May 1st. The election ballot will be removed from on line at 10:00 PM of the last day to vote. The only person who sees the ballots is the Election Commissioner.

Appointed committee positions are non-voting. They serve the committee in an advisory capacity for a period of one year, after which time they can be re-appointed on a yearly basis.

JO Chairman's Requirements and Responsibilities

- 1) Complete knowledge of both Illinois and USA Gymnastics Rules & Policies.
- 2) Able to make decisions in the best interest of the entire USA Gymnastics program, regardless of their personal interests and affiliations.
- 3) Over-see the Level Chairs, in the planning of their State Series meets.
- 4) Track the awards required at each level.
 - A. Order awards
 - B. Distribute awards to Meet Directors
 - C. Keep track of Financials relating to the Awards
 - D. Be present and able to assist as the State Series meets
 - E. If Level meet has a regional meet
 - i) Help in making sure the Regional personnel are up to date with all information needed
 - ii) Be at the meet if possible to help in the distribution of the State Gift
- 5) Gather Senior information and order plaques
- 6) Regional Leotard distribution
- 7) Responsible for Website and Scoretracker
- 8) Access to Pentium computer
 - A. Must have Microsoft Office— since most of the communications that are sent between the state Committee are in that format
- 9) A secure email address
- 10) A Fax machine that is confidential

2010-2011 Illinois USA Gymnastics Rules & Policies

- 11) Able to attend all Committee meetings, of which there are usually 3 or 4 a year. Meetings typically occur at most major gymnastics events (State Meet, State Congress, Regional Congress) etc
- 12) To exercise the understanding that this position has many areas of confidentiality
- 13) Must have held a Prior committee Position
- 14) Be a member in good standing of USA Gymnastics

Level Chairman's Requirements and Responsibilities

- 1) Be a member in good standing of USA Gymnastics
- 2) Knowledge of both Illinois and USA Gymnastics Rules & Policies
- 3) Able to make decisions in the best interest of the entire USA Gymnastics program, regardless of their personal interests and affiliations
- 4) Be the State Chairperson for their particular level
- 5) Track athletes "in" and "out" of their specific level
- 6) Must be present and assist in the State Meet Series
- 7) A. Work with the Meet Director to ensure that the meet run according to all of the rules that apply
B. Establish age groups for level
- 8) Level 8/9/10
A. Keep the Regional and National personnel updated with all necessary information
B. Be present at the Regional Meet, if possible, to distribute the state gift
- 9) Help with the State Banquet, State Congress and State Training Camps
- 10) Have access to a computer
A. Must have Microsoft Office since most of the communications that are sent between the State Committee is sent in that format
- 11) Have a secure email address
- 12) Have a fax machine that is confidential
- 13) Able to attend all Committee meeting, of which there are usually 3 to 4 a year. These meeting generally occur at most major gymnastics events (State Meet, State Congress, Regional Congress) etc
- 14) Understand that this position has the responsibility of confidentiality

Safety Chairman's Responsibilities

- 1) Knowledge of both Illinois and USA Gymnastics Rules & Policies
- 2) Able to make decisions for the good of the entire USAG program and to be able to differentiate between that and their own interests
- 3) Recognized by the National Office as person that understands, educated, represents the utmost in Safety consciousness
- 4) Has a working understanding of all levels of Safety implementation from knowledge of the court systems, meet safety, gym safety, etc.
- 5) Help with the State Banquet, State Congress and State Training Camps
- 6) Have access to computer
A. Must have Microsoft Office—since most of the communications that are sent between the State Committee are in that format
- 7) A secure email address
- 8) A fax machine that is confidential
- 9) Ability to attend all Committee meetings usually 3-4 a year & at most major gymnastics event (State meet, State Congress, Regional Congress) etc
- 10) The understanding that this position has an area of confidentiality
- 11) Must have held a Prior Committee Position

Secretary's Requirements and Responsibilities

2010-2011 Illinois USA Gymnastics Rules & Policies

- 1) Knowledge of both Illinois and USA Gymnastics Rules & Policies
- 2) Able to make decisions in the best interest of the entire USA Gymnastics program, regardless of their personal interests and affiliations
- 3) Keeper of the State Records, Agendas, Newsletter, Minutes of meetings
- 4) Designs & Prints State Certificates. Then sends to Level Chairs for distribution
- 5) Access to computer
 - A. Must have Microsoft office since most of the communications that are sent between the State Committee are in that format
- 6) Help with the State Banquet, State Congress and State Training Camps
- 7) A Fax machine that is confidential
- 8) Able to attend all Committee meetings, of which there are usually 3-4 a year. Meetings typically occur at most major gymnastics events (State Meet, State Congress, Regional Congress) etc.
- 9) To exercise the understanding that this position has many areas of confidentiality
- 10) Prior Committee Position is strongly suggested
- 11) A member in good standing of USA Gymnastics

Elite Chairman's Requirements and Responsibilities

- 1) Be a member in good standing of USA Gymnastics
- 2) Keep state up to date on the Elite & Tops Programs in Illinois
- 3) Have a working knowledge of the overall Elite program
- 4) Knowledge of both Illinois and USAG Rules & Policies
- 5) Have access to computer with Microsoft Office since most communications are sent in this format
- 6) Have a secure email address
- 7) Help with the State Banquet, State Congress and State Training Camps
- 8) Have a Fax machine that is confidential
- 9) Be able to attend all Committee meetings usually 3-4 annually, held at most major gymnastics events (State meet, State Congress, Regional Congress) etc.
- 10) Understand that this position has the responsibility of confidentiality
- 11) Able to make decisions in the best interest of the entire USA Gymnastics program, regardless of their personal interests and affiliations