



VOLUNTEER FORM 2011

Last Name _____ First Name _____

Institution/College/University _____

Work address (mailing) _____ City _____ State _____ Zip _____

E-mail _____ Phone Number _____ Fax Number _____

Number of years in: Financial Aid _____ Current Position _____

Please indicate the committee(s) you would like to participate in:

_____ **Long Range Planning and Outreach Committee** Develops a long term series of professional development issues for conference sessions.

_____ **Nominations, Election & By-Laws** – Solicit nominees from Directors at member institutions for Board positions. Conducts elections. Solicits nominations for the “Philo Brasher Award.” Reviews By-Law’s for revisions with emphasis on technical amendments.

_____ **Legislative Issues** – Review and communicate legislative updates and important issues to the Association.

_____ **Membership/Corporate Sponsors** – Solicit membership and sponsor support; conduct annual membership drives.

_____ **Finance** – Conduct an annual audit of all association finances. Prepare the annual budget. Review exhibitor and conference fees annually and make recommendations to the Board.

_____ **Conference Planning** – Develop program and conference activities. The 2011 committee will plan the 2012 Conference.

_____ **Awards and Recognition** – Recognize years of service and retirement; service to the association, including sponsor support.

Comments: _____

Return form to: Amanda Hammer, Mesalands Community College, 911 South Tenth Street, Tucumcari, NM 88401. Phone: 575-461-4413, ext. 136 Fax: 575-461-1901 amandah@mesalands.edu