

**OFFICER ELECTION FORM  
PRESIDENT**

First Name \_\_\_\_\_

Email address \_\_\_\_\_

Expected Graduation (term/Year) \_\_\_\_\_

I agree and understand the rules and conditions detailed on the reverse side of this application regarding running for an officer position in the Association of Marketing Students.

I also agree and understand the specific terms regarding the position of President, and hereby accept the responsibilities detailed below for the length of one academic year (May 1<sup>st</sup>-April 30<sup>th</sup>).

Please sign here \_\_\_\_\_

**Responsibilities of President**

- ✓ Conduct ALL executive board/general meetings
- ✓ Responsible for all compliance with USF procedures and guidelines
  - Constitution on file with Student Activities
  - File for room number for meetings
- ✓ Write Executive Summary for Annual Report
- ✓ Write SWOT analysis for Chapter Plan
- ✓ Work directly with budget director and faculty advisor to maintain budget goals.
- ✓ Attend AMA Conference and present a leadership session
- ✓ Prepare agenda for executive meetings and submit to VP on Monday before the meeting
- ✓ Prepare agenda for general meeting and submit to VP/Communications for bulletin boards and PowerPoint.

See reverse side for general election rules.

## General Election Rules

- i. Any member wishing to run for an officer position must fill out and sign the appropriate self-nomination form. Completed forms must be submitted no less than 30 minutes before election.
- ii. Members may run for more than one position, **but may only accept one position** if he/she wins more than one position. In this case, he/she **must accept the highest-ranking position won.** (with the exception to rule number 3 below)
- iii. Any sole member on the ballot for a position must still be elected by the general membership. If the sole member wins this position in the case described, while also winning another position, the member may choose to accept both positions.
- iv. Members must have a **minimum of 1 year until graduation** in order to be eligible to run for the following positions: President and Executive VP.
- v. **Official election are held on April 7<sup>th</sup> in BSN 1201** of the Tampa Campus Business Building during the regularly scheduled AMS Meeting.
- vi. **Members must be present to vote** and each member will have one vote per position.
- vii. All election ballots will be counted and audited on April 7<sup>th</sup> **by the current President and Faculty Advisor.** Results will be announced after all ballots have been counted, audited and released by the Faculty Advisor.
- viii. The above rules may be amended with sufficient notice to all members.