

Dear NCHIMA Membership:

The Nominating Committee is actively recruiting active members of AHIMA and NCHIMA to volunteer to run for elected offices for 2012-2013. The NCHIMA Governance Team needs individuals with great knowledge and skills in order to serve you. All elected candidates will assume office July 1, 2012 and their terms are listed in the position summaries below. We are excited to be recruiting candidates for the following elected positions:

- **President-Elect**
The President-elect's primary responsibilities will include chair of the Member Service Team, delegate to AHIMA's House of Delegates, coordination of NCHIMA corporate partners, and regular distribution of the NCHIMA membership list. This position will require leadership and direction of the member services team, active participation in a house of delegates team and coordination of membership lists to key stakeholders of NCHIMA. The President-elect will demonstrate compliance with AHIMA's Code of Ethics and service to the North Carolina membership. The primary purpose is to become familiar with Association activities in order to assume the duties of the President in his/her absence or inability to act and to serve as an aide to the President. Must have a combination of 3-5 years experience on the NCHIMA or Regional executive board. Past experience as Vice President, participation on the education committee, and/or active participation at a regional level preferred. After serving for one year, the President-Elect automatically assumes the position of President and then Director in sequential years, for a total of a three-year commitment.
- **Vice President**
The Vice-President's primary responsibilities will include chair of the program committee for the annual meeting. The Vice-President will demonstrate compliance with AHIMA's Code of Ethics and service to the North Carolina membership. The primary purpose is to become familiar with Association activities in order to assume the duties of the President-elect in his/her absence or inability to act and to serve as an aide to the President. Must have a combination of two to four years experience on the NCHIMA or Regional executive board. Past experience as an active participant on a committee/special project, and/or active participation at a regional level preferred. The Vice President serves a one year term.
- **Delegates (Nominate 2)**
The Delegate's primary responsibilities will include representation of the North Carolina Health Information Management Association membership at the American Health Information Management Association House of Delegates and other special meetings held during the AHIMA Annual meeting. The Delegate will demonstrate compliance with AHIMA's Code of Ethics and service to the North Carolina membership. The primary purpose is to be familiar with Association activities and to serve as an aide to the President. Must have a minimum of three years experience on the NCHIMA executive board. Past experience on the Governance Team, as Chair or active participation on the education committee, and/or active participation at a regional level preferred. The Delegate serves a two-year term.
- **Secretary**
The Secretary's primary responsibilities will include maintaining an official record of meetings of the Governance Team for the North Carolina Health Information Management Association and participation on the Industry Team. The Secretary will demonstrate compliance with AHIMA's Code of Ethics and service to the North Carolina membership. The primary purpose is to serve as an aide to the President. Must have a combination of two to four years experience on the NCHIMA or Regional executive board. Past experience as an active participant on a committee/special project, and/or active participation at a regional level preferred. The Secretary serves a one-year term.

If you would like to be considered for an elected office please complete the nomination form by accessing the link below. We will be accepting nominations through Friday, December 16, 2011.

<http://www.surveymonkey.com/s/X7GTHKH>

Sincerely,

NCHIMA 2011-2012 Nominating Committee

Sherry N. King, RHIA, CTR Director & Industry Team Chair

Lisa Walter, RHIA

Bobbie Herring, RHIA

Artena Williamson, BA, CPC, CCS-P

Yvonne McLain, RHIA