

**SkillsUSA Idaho**  
Board of Directors  
Nomination & Election Process

1. SkillsUSA Idaho Board of Directors serve three-year terms. Board positions are staggered so that three of the nine elected positions are open for nomination and election every year.
2. Nominations open at the PTE Summer Conference in June each year. Open positions are advertised in four ways:
  - a. The State Advisor and/or the State Director will make an announcement at the PTE Summer Conference when the annual “state of SkillsUSA Idaho” brief is given.
  - b. The State Advisor will send an email reminder of the open positions in July to all SkillsUSA secondary and post-secondary Advisors.
  - c. The State Advisor will remind all secondary and post-secondary Advisors in the annual Idaho Division of Professional-Technical Education “fall mailing” in September.
  - d. Open positions will be posted onto the SkillsUSA Idaho website.
3. The nominating process is very simple = email the nominated individual’s name to the State Advisor and/or the State Director.
4. Nominations close on September 30<sup>th</sup>. Between September 30<sup>th</sup> and the election, normally held in October, the State Advisor and/or the State Director will contact all nominated individuals to confirm their willingness to serve on the Board. A ballot will be created from this list of candidates.
5. Per the SkillsUSA Idaho Bylaws, nominated individuals are elected to the Board by existing Board members. The election is held during the Board’s meeting in conjunction with the SkillsUSA Idaho Fall Leadership Conference, normally held in October.
6. Newly elected Board members attend their first Board meeting in December.