

Seattle Substitute Association

A Department of Seattle Education Association



SSA Association Representative 2017-18

Name: _____ Cell: _____

Address: _____ City: _____ Zip: _____

Home email: _____ Certificated Para-educator

I wish to place my name for election to serve as an Association Representative (AR) for the Seattle Substitute Association during 2017-18.

- I understand that an AR attends the SEA Representative Assembly, usually held on the 2nd Monday of every month during the school year
- I am willing to serve on at least one of the following SSA committees:
 - General Meetings
 - Membership
 - Professional Development
 - Communications (newsletter, announcements, email, etc.)
 - Member representation in labor relations
 - Bylaws

See brief descriptions of committee responsibilities on the other side.

Please provide your organizational experience and skills that you wish to offer or learn:

Your candidate statement (Please limit to 250 words):

Bring the completed form to the September 28th General Meeting where you will speak. Your statement will be printed in the *Substitute Voice* and the election will be held during the October 26th meeting.

Seattle Substitute Association has become very active and is looking to expand its membership involvement. The committee descriptions below are very brief and can be expanded by the committee members as they develop their goals and plans. The committee chair would serve on the SSA Board.

General Meetings:

The committee may determine the location, speakers, activities, setup/cleanup and general effort to increase the attendance. Coordinate efforts in a timely manner to Communication Committee for dissemination of announcements and RSVP's.

Membership:

The chair would serve on the SEA Membership Matters campaign. The committee would design ways to increase membership and carry out personal contact with the membership.

Professional Development

This committee would organize professional development opportunities for the SSA membership. This would include New Hire Orientation Training and possible early release training. They would occasionally meet with the district Professional Development to make proposals and collaborate on substitute participation in ongoing PD within the district.

Communications:

This committee would develop meeting announcements, newsletters, email (Chimp Mail) news and alerts, Schoology, Facebook and other social media.

Member representation in labor relations:

This committee would represent substitutes over labor management issues. Members must have training in how to represent members.

Bylaws:

The committee would review the current Bylaws to make them current. They could also develop Standing Rules or other guidelines for future Board members.