

Title: Awards Committee Chair

Elected or Appointed Position: Appointed

Service: no term limit

Overview:

Awards Committee This committee will consist of a Chair and as many WDA members as needed.

Duties:

The duties include: initiate recruitment for state and national awards among WDA membership; arrange certificates and plaques for awards; track history of awards presented and submit information to WAND website and the Academy of Nutrition and Dietetics.

Checklist/Calendar:

Month	Duties	Done
June		
July		
August	Submits Report and Agenda items Attends August Board Meeting	
September		
October	Submit Information to Range Rider Newsletter for nominations for WAND Awards	
November	Request Nominations for WAND Awards	
December	Request Nominations for WAND Awards and Submit names to Nominating Committee Chair for the Ballot.	
January	Submits Report and Agenda Items Attends January Board Meeting	
February	Votes in WAND and National Election	
March	Submit Information to Range Rider Newsletter and update WAND website	
April	Annual Conference Submits Report and Agenda Items Attends April Board Meeting Attends Annual Business Meeting Attends New Board Member Orientation	
May	Submit nomination results to the Academy	

Resources:

Academy Link: <http://www.eatright.org/affiliates/>

WAND Link: www.eatrightwyoming.org