



## GUIDELINES FOR PROSPECTIVE TPCB ELECTED DIRECTORS

The Transportation Professional Certification Board has vacancies each year for its Board of Directors. There are Discipline Directors which are elected by the certificants and then Organization and Public Director which are appointed by the Board based upon the [bylaws](#).

Individuals will be selected by the nominations committee from those who express interest and who subsequently are elected by the certificants. The terms of office will begin at the conclusion of the current directors' terms on December 31<sup>st</sup> of any given year and run for three years. The successful candidate must receive a majority from the certificants that vote. To be eligible for nomination you must have held your certification for at least one year prior to nomination.

The Board is comprised of twelve voting directors and one ex officio director. The Board typically meets face-to-face once a year-- a full-day annual meeting at ITE headquarters in Washington, DC in the fall (travel expenses are reimbursed). The Board will also meet periodically via conference call.

The Certification Board shall have sole and complete authority, supervision, control, and direction of the affairs of the Corporation, its committees and publications; shall determine its policies and rules and changes therein; shall promote its objectives; may employ an Executive Director and such other employees as it determines; and shall supervise the disbursements of its funds. It may enter into contracts and sue or be sued.

The Certification Board may adopt such rules and regulations for the conduct of its business as it shall deem advisable, and may, from time to time, delegate or rescind the delegation of certain of its authorities and responsibilities to the Chair, the Executive Director, or others.

The Certification Board shall prepare an annual statement of the principal accomplishments of the Corporation and its financial operations. This statement shall be available to all Directors and certified transportation professionals.

If you wish to express interest in being considered for nomination to stand for election as a Discipline Director to the Board, please:

1. Send a one-page resume listing the professional positions that you have held and the starting and ending date, your professional activities and your education;
2. Provide a one page statement of why you would like to serve as a Discipline Director and what you will bring to that office; and
3. A statement of consent to hold the position of director if elected signed by your employer.

Please send these to Kathi Driggs, [kdriggs@ite.org](mailto:kdriggs@ite.org) to arrive between July 1 and no later than **August 1 of a given year.**