**INTENT TO RUN FOR ELECTED OFFICE**

**POPAI VICE-PRESIDENT**

**To be sent by 12:00 noon Wednesday November 4, 2015**

**Probation Officer Name:**

**Probation Department:**

**POPAI District #:**

**Work Address (include zip):**

**Work Phone:** **Work Fax:**

**Cell Phone:** **(will not be published or shared)**

**Present Position (title):**

**Length of Employment:** **Years working as Indiana Probation Officer:**

**Education – Specify: 1) Names & dates of all colleges/universities attended; 2) Degree(s) awarded and date(s) of degree(s).**

**Professional and Community Activities – Identify memberships/organizations you belong to, offices held and awards received:**

**Why do you wish to hold this position? What do you hope to accomplish as a POPAI Board Member?**

**Discuss the issues you view as most important to Probation in Indiana.**

**Attendance at POPAI Board meetings is vitally important to the organization.** Board members are expected to attend the scheduled meetings in person with minimal absences. TheBoard typically meets the second Wednesday of each month in Indianapolis, 10:30 AM – 1:30 PM (EST). Possible exceptions:

* April - Board meeting is held at the POPAI Management Institute.
* May – Board meets at PO annual meeting.
* September – on Friday of POPAI Fall training in French Lick, immediately after the conference ends.
* Some POPAI Board meetings may be held via conference call due to weather or light agenda.

**Board members must work on at least one POPAI Committee.**  Standing committees: Election; Awards and Recognition; Technology/Website; Education; Legislation; Membership.

**The Vice-president must have the ability to serve a President of the organization in the absence of the President. Additionally the Vice-president should be able to attend meetings of the Justice Reinvestment Advisory Committee (JRAC) in Indianapolis as scheduled.**

**Please discuss your ability to:**

* **participate on at least one (1) POPAI standing committee;**
* **attend the monthly POPAI board meetings, primarily in-person meetings, in Indianapolis;**
* **serve as the President of the organization in the absence of the President; and**
* **attend meetings of the JRAC.**

**If you are not the Chief Probation Officer of your department, you must include as an attachment an email or memo from the Chief PO approving your ability to:**

* **participate on at least one (1) POPAI standing committee;**
* **attend the monthly POPAI board meetings, primarily in-person meetings, in Indianapolis;**
* **serve as the President of the organization in the absence of the President; and**
* **attend meetings of the JRAC.**

**THANK YOU FOR YOUR INTEREST IN SERVING PROBATION IN THE STATE OF INDIANA.**

**Email must be received by 12:00 noon Wednesday November 4, 2015.**

**Email** POPAI Election Committee Chair Brian Sharp at bsharp@co.clark.in.us