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**HSC Chair and Vice Chair Nominations**

**Term: January 2019-December 2019**

The HSC Nominating and Governance Committee is seeking nominations for the Homeless Services Consortium Chair and Vice Chair. You may self-nominate or nominate someone you think will be a good fit for these leadership positions.

The Homeless Services Consortium Chair leads the monthly HSC membership meetings. Working with the Vice Chair, this position sets the agendas for the monthly meetings and schedules potential speakers. Additionally, the Chair of the HSC holds a seat on the Board of Directors for 2019. (Please see attached for description of Board duties).

The Vice Chair of the Homeless Services Consortium is responsible to assist the Chair in setting agendas for monthly meetings. In addition, the Vice Chair takes minutes at meetings and submits them to the CoC Coordinator for posting on the HSC’s website. The Vice Chair also keeps track of attendance at monthly meetings.

Individuals with lived experience are strongly encouraged to consider this opportunity.

If you have questions about the positions, you may contact Torrie Kopp Mueller, CoC Coordinator at [tkoppmueller@cityofmadison.com](mailto:tkoppmueller@cityofmadison.com) or 266-6254.

Nominations (no more than two paragraphs) must include:

* Name
* Agency or Entity that person is affiliated with
* Which position they are nominated for: Chair or Vice Chair
* Contact Information
* Desired interest to why the candidate or yourself wants to serve as Chair or Vice Chair
* Summary of relevant background and experience
* You can email this information to [HSC@cityofmadison.com](mailto:HSC@cityofmadison.com). The deadline for submitting nominations is by end of business day **Friday, October 26, 2017.**
* The Committee will announce the slate of candidates **Tuesday, November 6th** at the HSC Meeting and via Homeless Services Consortium listserv.
* Candidates will receive a few questions to answer in writing. Answers will be due on **Monday, November 26th at Noon.** These will be distributed to the HSC listserv.
* Nominees are invited to the HSC membership meeting on Tuesday, December 4th from 12-1:30 PM to introduce themselves and talk for 3 minutes about why they make a good candidate
* Voting will take place at the **Tuesday December 4th** monthly HSC membership meeting 12:00-1:30 PM. Eligible voters, who are unable to attend, will have the option to vote electronically.