**INTENT TO RUN FOR ELECTED OFFICE**

**SEPTEMBER 2018 POPAI ELECTION**

**Position Desired:** Circle the office for which you wish to run. All offices are 2-year terms.

# PRESIDENT

**SECRETARY**

**DISTRICT TWO** Adams, Allen, DeKalb, Huntington, LaGrange, Noble, Steuben, Wells, and

Whitley

**DISTRICT FOUR** Blackford, Delaware, Fayette, Franklin, Grant, Henry, Jay, Madison, Randolph, Rush, Union, and Wayne

**DISTRICT SIX** Benton, Clay, Fountain, Greene, Montgomery, Owen, Parke, Putman, Sullivan,

Tippecanoe, Vermillion, Vigo, Warren, and White

**DISTRICT EIGHT** Daviess, Dubois, Gibson, Knox, Martin, Perry, Pike, Posey, Spencer, Vanderburgh, and Warrick

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**Cell Phone:** **(will not be published or shared)**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

**POPAI BOARD MEMBER COMMITMENTS AND OBLIGATIONS**

**The list below describes the minimum level of commitment that Board members are asked to make to this professional organization.** Before running for office, POPAI Members should be aware of the obligations and be able to make a commitment to fulfill these obligations.

**MEETING ATTENDANCE:**

**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 meets the second Wednesday of each month in Indianapolis, 10:30 AM – 1:30 PM. Possible exceptions:

* April - Board meeting is held at the POPAI Management Institute.
* May – Board meets at PO annual meeting.
* September – Friday of POPAI Fall training in French Lick, September 7, 2018, after the conference ends. **It is important that you stay for this meeting at it would be your first Board meeting upon your election.**
* Some POPAI Board meetings may be held via conference call due to weather or light agenda.

**COMMITTEE WORK**

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

**POPAI CONFERENCES/TRAININGS ATTENDANCE**

**POPAI sponsors two training conferences per year: April POPAI Management Institute/Chief PO Summit and September Annual Fall Conference.**  Board members are expected to make every effort to participate in these conferences/trainings. Board members are asked to assist at the registration table for the Fall Conference (when possible). [Note: Board members that have a financial need may request waiver of tuition for POPAI conferences.]

**APPLICANT REQUIREMENTS**

**Please discuss your ability to:**

1. Attend the monthly POPAI board meetings, primarily in-person meetings, in Indianapolis;
2. Participate on at least one (1) POPAI standing committee; and
3. Attend POPAI trainings/conferences.

**CHIEF PROBATION OFFICER APPROVAL**

**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 attendance at in-person monthly POPAI Board meetings; your participation in at least one (1) POPAI standing committee; and verifying your ability to attend POPAI trainings/conferences during your elective term.**

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

**Postmark, FAX or Email by Friday July 6, 2018 to:**

Melanie Pitstick, Asst. Deputy Chief PO

Marion Superior Court Probation Dept.

200 East Washington Street, T-642

Indianapolis, Indiana 46204

Melanie.pitstick@indy.gov

(317) 327-3062 – Phone

(317) 327-4269 – Fax