*Please email this form to Todd.Clark@tivadc.org   
by* ***Jan. 31, 2020*** *to be listed as a candidate in* ***TIVA-DC's 2020 Elections****.*

***Name:*** **Please enter your name here.**

***Phone:*** **Please enter your phone number(s) here.**

***Email:*** **Please enter your email address(es) here.**

***Position(s) in which I would be willing to serve, if nominated:***

**President**

**Vice President**

**Treasurer**

**Secretary**

**Programming Chair/Co-Chair**

*Programming membership events is one of the most important core services provided by TIVA, and it needs two co-chairs to produce timely events pertinent to the membership’s interest. The chair is responsible for panel topics and event production, including speakers, tickets and venue specifics.*

**Peer Award Chair/Co-Chair**

*The TIVA Peer Awards is TIVA's signature high-profile awards gala event. The entire board provides primary assistance on all key activities necessary for its successful coordination. The two co-chairs are responsible for total oversight and for creating the initiatives and requests that will help to fulfill all of the event’s primary tasks: increasing entries, raising funds, identify sponsorships. Responsibilities include primary oversight of all tasks involved in event planning and production. Specific tasks include coordination and oversight for 1) Entry of all submissions 2) Fair judging and timely submission of final judging and 3) Technical production elements including: venue, keynote presentation, catering, award presentations, on-site lighting and staging, and program guide, VIP Speakers, Presenters, volunteers, and as required.*

**Membership Chair**

*The Membership Chair is responsible for all initiative to maintain and increase membership in TIVA. While specific membership experience is not necessary, this person needs to be able to think strategically, interact with members at events, and manage our membership data entry person.*

**Marketing Chair**

*The Marketing Chair is responsible for the marketing and promotion of TIVA and all TIVA events. This includes website content and communication to the membership. Having an aptitude for design is important.*

**Communications Chair**

*The Communications Chair is responsible for regular communication with the membership and the community at large via social media, email and other forms of communication. Having an understanding of the various strengths and weaknesses of various communications channels is important.*

**Publications Chair**

*The Publications Chair is responsible for regular development and publication of the TIVA newsletter and any other print or online publications. Strong organizational skills and the ability to work well with outside vendors are essential, and layout and design experience are a plus.*

**Business Partnership Coordinator**

*The Business Partnership Coordinator is responsible for coordinating, overseeing and initiating a variety of ways that businesses and members can increase their branding and marketing exposure through ad placement, sponsorships, creative partnerships, collaborative support, etc.*

**Sponsorship Chair/Co-Chair**

*TIVA has wonderful sponsorship opportunities to provide outreach and exposure to a very targeted media demographic through all TIVA events, including the Peer Awards. Targeted demographics of the creative economy include: large, medium-sized, and small studios, freelance producers, directors, editors, composers, graphic artists, scriptwriters, actors, and many others. This requires nurturing relationships with current and potential sponsors, and coordination of all sponsor benefits.*

**Volunteer Chair**

*The Volunteer Chair is responsible for working with the TIVA membership to put together support for various TIVA events, from staffing meetings to writing event recap articles to soliciting photography and videography assistance.*

**Website Update**

*This person is tasked with providing a consistent and professional design and presentation in all TIVA communications, in keeping with our new branding. This person should have some experience with Adobe Creative Suite. This person will work closely with the publication and communications chairs.*

***Term for which I would like to serve (check one):***

**One year**  **Two years**

*(Note: Running for two years spares you another election next year!)*

***Please include the following information about me on TIVA-DC's 2019 election ballot:***

**My work experience in film/video/multimedia** *(please limit to 50 words)***:**

Please enter your relevant work experience here.

**My past or current involvement with TIVA-DC or other volunteer groups, Boards of Directors or similar organizations** *(please limit to 50 words)***:**

Please enter your TIVA-specific or other volunteer experience here.

**Why I would like to serve on TIVA-DC's Board of Directors** *(please limit to 250 words)***:**

Please tell us about your reasons for wanting to join the TIVA Board here.