

You are the key to our success! Please indicate positions in which you have interest and/or write in the name of someone you recommend. We encourage you to self nominate. Feel free to indicate more than one position.

If you have any questions, call Elizabeth Corley at 214 389-7714 or email [ecorley@genesishshelter.org](mailto:ecorley@genesishshelter.org)

**Submit Nominations to Emily Eisenhauer: [emilyeisenhauer1@gmail.com](mailto:emilyeisenhauer1@gmail.com) by Wednesday, February 8, 2017.**

Megan Steinbach

**PRESIDENT:** The President shall be the principal executive officer of the Alliance and shall in general supervise and control all of the business and affairs of the Alliance. She shall preside over all general and Board meetings. The President shall coordinate all activities within the Alliance committees and with the Executive Director of the Genesis Women's Shelter.

**PRESIDENT-ELECT:** The President-elect shall assist the President in her duties, preside in her absence, and assume the Presidency in the event that the President is unable to complete her term of office. The President-elect shall automatically assume the office of the President the following year.

**2nd VP (PROGRAMS):** The 2nd Vice-President will be responsible for coordinating the fall and spring meetings of the Alliance general membership. This includes securing the location of the meetings, as well as all meeting arrangements.

**SECRETARY/TREASURER:** The Secretary/Treasurer will combine the duties of a secretary and treasurer and will be responsible for the general records of the Alliance. This will include minutes and attendance at all Board meetings, correspondence for the general membership meetings, and any financial records for the membership.

**MEMBERSHIP CHAIRMAN:** The Membership Chairman shall be responsible for all overseeing activities of the Membership committee, membership retention and the annual membership campaign of the Genesis Alliance.

**DIRECTORY CHAIRMAN:** The Directory Chairman shall be responsible for the publication of the directory. Activities would include compiling, editing, and distributing the directory.

**NOMINATING CHAIRMAN:** The Nominating Chair shall be responsible for presenting a slate of officers and committee chairmen for election at the February Board meeting. She should be prepared to meet with the Nominating Committee several times prior to the presentation of the slate of officers.

**BYLAWS CHAIRMAN:** The Bylaws Chairman will be responsible for reviewing and recommending changes in the Bylaws.

**ANNIE'S HOUSE LIAISON:** This individual will act as liaison between the staff and residents of Annie's House and the Alliance by communicating needs that might arise during the year.

**SHELTER LIAISON:** This individual will act as liaison between the staff and residents of the Shelter and the Alliance by communicating needs that might arise during the year.

**OUTREACH LIAISON:** This individual will act as liaison between the staff and clients of Genesis Outreach and the Alliance by communicating needs that might arise during the year. The Outreach Liaison is also responsible for coordinating monthly dinners for clients at Outreach.

**STAFF APPRECIATION CHAIRMAN:** The Staff Appreciation Chairman will provide encouragement to the Genesis staff by coordinating the appreciation efforts of the Genesis Alliance.

Kathy Helm

**PARLIAMENTARIAN:** The Parliamentarian shall advise on all points of order according to the Bylaws and Robert's Rules of Order, Newly Revised.

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**LECTURE SERIES LIAISON:** The Lecture Series Liaison will work closely with the Genesis Director of Development to help Lecture Series grow by establishing new relationships with businesses for underwriting potential and helping to solicit new attendees. There are 4 Lecture Series lunches each season.

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**SPECIAL PROJECTS LIAISON:** The Special Projects Liaison will work directly with Genesis staff assisting with book sales, marketing, and any ad hoc special project.

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**CLIENT ADVOCATE LIAISON:** This individual will act as liaison between Genesis staff and the Alliance by communicating opportunities to support applicants in Dallas County protective order court throughout the year.

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**MEMBER AT LARGE (MAL) to Board:** Each MAL will be assigned to work with a specific committee. Please indicate if there is a chairman or committee you are interested in.

Please contact Emily with your nominations by February 8, 2017! Thank you!

Emily Eisenhauer  
Nominating Chair  
Genesis Alliance Board  
[emilyeisenhauer1@gmail.com](mailto:emilyeisenhauer1@gmail.com)