

Member At Large Representative Delegate Guidelines and Instructions

I, _____, being an active WSSMA Member at Large whose membership has not been revoked as delineated in the AAMA Bylaws Article VI Section 4, submit my application to the WSSMA Executive Board for consideration to be seated in the annual WSSMA House of Delegates Sessions One and Two.

I understand the requirements as stated below to serve as a Representative Delegate for the Members At Large constituents. I submit my signature and dated application as acceptance of the following Members At Large Representative position.

- 1. Member At Large Representative shall be as stated in the bylaws of the AAMA.** A Member At Large is one who meets all the qualifications of Active member, except that a component chapter does not exist in the area of residence. Such a member shall pay only State and National dues.
- 2.** To be seated in the WSSMA House of Delegates, the Delegate and/or Alternate Delegate must have a current AAMA membership card. A copy of the card needs to be submitted with this application.
- 3.** Member At Large Representative shall assume any and all expenses incurred while fulfilling the duties as representative delegate. The representative shall not be entitled to any reimbursement of expenses from the WSSMA as no funding is designated for such reimbursement.
- 4.** Member At Large Representative shall submit completed application for the Executive Board review and approval by February 13 of the year requesting representation. The application will be sent to the President of WSSMA for distribution to the Executive Board for review. The Speaker of the House will be given the approved names by the Executive Board.
- 5.** After consideration and approval, Member At Large Representative Delegates shall receive notification in writing from the WSSMA Speaker of the House. The names of those approved will be announced at the Winter Board of trustees meeting.
- 6.** Member At Large Delegates shall be allowed the same proxy voting rights as chapter delegates, if illness or family emergency occurs to any of the approved delegate representatives.
- 7.** All Member At Large Delegate Representatives shall be required to attend both sessions of the House and will have full rights to vote in the House of Delegates. Two from the three representatives will be appointed to have voting right at Board meetings throughout the approved year.
- 8.** The Member At Large requesting approval shall have had experience on the state level or of a no longer functioning chapter. Or at least attended state meetings so they would have some awareness of how the society functions.



**Member at Large Representative Delegate Application
Request to be seated in the House of Delegates**

Candidate Name: _____
Last First MI Credentials

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone #: _____ **Work #:** _____
(Please indicate Home or Cell)

E-Mail: _____ **AAMA Member #:** _____
(Attach current copy of membership card)

Years of Membership in the AAMA: _____

I am a member whose membership has not been revoked as delineated in the AAMA Bylaws Article VI Section 4 and have served on the following:

Local Chapter: _____

State Society: _____

National/AAMA: _____

Years Employed as Medical Assistant: _____ **Years as CMA:** _____

Signature of Member at Large: _____ **Date:** _____

Date Received and Review of Executive Board: _____

WSSMA President Initials: _____

Date Received by Speaker of the House: _____ **Initials:** _____

Delegate Request: _____ **Appointed:** _____ **Declined:** _____