

## **JOB DESCRIPTION**

**Title:** USAPL State Chair  
**Reports to:** USAPL Vice-President

### **Summary of Position:**

Oversee and coordinate the planning, organizing, training and leadership necessary to achieve the stated objectives of USAPL within the state of residency.

A state powerlifting committee chair and any other officers designated by the state powerlifting committee, such as a co-chair, (USA Powerlifting registered lifters within the state) shall be elected every three years by the state powerlifting committee.

(USA Powerlifting registered lifters within the state) shall be elected every three years by the state powerlifting committee. This three-year election shall take place at the state USA Powerlifting championships. An electronic balloting system may also be used as an alternative method by which members may cast their vote. The newly elected chair shall preside the day following said election.

### **Procedure for the Election of all State Chairs**

1. The pool of nominees running for the vacant office shall include those who designate their interest in writing to the National Office, those appointed or nominated by any member of the NGB, those appointed or nominated by the Executive Committee, or those appointed or nominated by any member of the Association.
2. The National Office shall advertise such an election 30 days prior to the date of the election. Resumes and Letter of Intent-to-Serve are due no later than 20 days prior. Accept advertisement shall include, stating the vacancy, requesting nominations and the deadline for accepting nominations or a notice sent to the members of the NGB stating the vacancy, requesting nomination and indicating the deadline for accepting nominations.
3. Election shall take place at the State Meeting no less than 30 days following the announcement by the National Office. An electronic balloting system may be used as an alternative method by which members may cast their vote.
4. Election shall be held every three years and will be conducted by the National Office. All other state business shall be conducted at the State Meeting. The State Meeting shall be announced by the National Office to all members of the State Association within 30 days of the meeting.

### **Duties and Responsibilities:**

- Approve all meet sanction applications within the state prior to sending them to the National Office.
- Attend all meets held within the state or designate a state member to act as their representative.
- Assist meet directors with securing meet personnel, officials and drug-testing personnel.
- Be responsible for the sale of USAPL registration cards within the state. (It is recommended that as the lifter registers for the meet, the State Chair check to be sure that the lifter possesses a current USAPL registration card before he/she goes to weigh-in areas.)
- Encourage the membership to participate in helping to run meets and to become involved with the USAPL refereeing program.
- Administer the State Referee's test upon request.
- Attempt to settle disputes within the state.
- Provide a follow-up service for the National Office by encouraging meet directors to fulfill their responsibilities to the National Office
- Maintain State Records for full powerlifting meets as well as specialty meets (single or double event meets) including dates, for the following groups of male and female lifters, equipped and unequipped
  - Open
  - Teen
  - Junior

- Master

All states are to house their records at <http://usapl.liftingdatabase.com/>

- Attend the annual National Governing Board meeting which takes place at Open Nationals or designate a state member as proxy in writing no later than the Monday prior to the commencement of the meeting.

**State Chair Reimbursements include:**

- \$1.50 per registered USAPL member within the state, providing that the state hosts a minimum of one sanctioned meet per year.
- \$10.00 per registered team in the state.
- \$15.00 per sanctioned meet within the state.