

2024 CALL FOR NOMINATIONS
FELLOWS OF MID-AMERICA THEATRE CONFERENCE

MATC maintains an ongoing search for potential Fellows of the Mid-America Theatre Conference. The honorary designation, Fellow of the Conference, may be bestowed for life upon those members of the MATC who have made an outstanding contribution to the theatre.

Fellows shall be honored at the annual Conference, receive membership for life including a subscription to Theatre History Studies, and complimentary conference registration including the luncheon for the Fellow and guest.

Any current member of MATC may recommend an individual for consideration as an MATC Fellow. **To do so, please send a nomination packet of the following items to president@matc.us by February 16, 2024:**

- Your Full Name
- Your Email Address
- Nominee's Full Name
- Nominee's Institution/Affiliation
- Nominee's CV, as an attachment
- Your 1-2 page letter of support/statement of rationale and nominee's contributions to the theatre

2023 CALL FOR NOMINATIONS FOR ELECTED POSITIONS
MID-AMERICA THEATRE CONFERENCE
DUE BY MARCH 1, 2024

The Executive Committee of the Mid-America Theatre Conference (MATC) is seeking nominations and self-nominations for a number of elected positions. According to the MATC By-laws, the general membership will elect MATC officers during the business meeting at the conference.

POSITIONS TO BE ELECTED

This year we seek nominations and self-nominations for the following sequential and non-sequential leadership positions (read below for position responsibilities and terms):

- Vice President (two-year term; four-year commitment as sequential leadership position)
- Associate Conference Planner (two-year term; four-year commitment as sequential leadership position)

- Treasurer (four-year term; non-sequential)
- Internal Communications Officer (two-year term; non-sequential)
- Accessibility Officer (two-year term; non-sequential)
- Graduate Student Liaison (two-year term; non-sequential)
 - elected by graduate student members only

We are also seeking Junior co-chairs for the following symposia (two-year terms):

- Theatre History
- Pedagogy
- Practice/Production
- Playwriting
- Emerging Scholars
- Articles-in-Progress / Pitch Your Book

All terms follow the conference year (March to March).

POSITION RESPONSIBILITIES

The Vice President is a member of the Executive Committee and will assume the duties of the President whenever the President is unable to fulfill those responsibilities, work with the other members of the Executive Committee to strategize and carry out long-term planning goals for the organization. Upon completion of their term, the Vice President will assume responsibilities of the office of President and train the incoming Vice President in the duties of that office. **This position is a four-year commitment to fill vacancy (one as Vice President, two as President, and one as Immediate Past President).**

The **Associate Conference Planner** is a member of the Executive Committee will assist the Conference Planner(s) with planning of the annual MATC conference, work with the other members of the Executive Committee to strategize and carry out long-term planning goals for the organization, and train the incoming Associate Conference Planner in the duties of that office. **This position is a four-year commitment (two as Associate Conference Planner President, and two as Conference Planner)—more than one Associate Conference Planner may be elected by the membership.**

The **Treasurer** is a member of the Executive Committee and will keep and prepare all financial accounts for MATC, have charge of receiving and disbursing all MATC funds, prepare and file all necessary documents related to annual taxes and non-profit status, maintain communication with appropriate state and federal agencies as necessary, communicate annual financial standing with the MATC membership, strategize with the other members of the Executive Committee to strategize and carry out long-term planning goals for the organization, and train the incoming Treasurer in the duties of that office. **This position is a four-year commitment (with eligibility to run for one additional four-year term).**

The **Internal Communications Officer** is a member of the Executive Committee and will record and maintain the minutes of all business meetings, act as the custodian of all MATC historical documents, serve as chair of the Bylaws Committee documenting requested bylaws changes throughout the year, verify validity and results of ballots for elections or voting, will work with other EC members to strategize and carry out long-term planning goals for MATC, and work with the External Communications Officer to provide relevant materials for the MATC website and list-serv, and will train the incoming Internal Communications Officer in the duties of the office. **This position is a two-year commitment (with eligibility to run for one additional two-year term).**

The **Accessibility Officer** is a member of the Executive Committee and will additionally serve on the Conference Planning Committee to plan for and fulfill accommodations and to carry out accommodations on-site at the annual conference, recommend and strategize how to meet current and future needs for accommodations for MATC membership, chair the Accessibility Committee, and train the incoming Accessibility Officer in the duties of that office. **This position is a two-year commitment (with eligibility to run for one additional two-year term).**

The **Graduate Student Liaison** coordinates social activities and the Graduate Student Assistance Fund and serves on the Executive Committee and as such represents graduate students in the organizational leadership of MATC. *To apply, you must be an active graduate student, planning to maintain graduate status during the 2023-2024 school year.* **This is a two-year term (one year as Junior GL and then one year as Senior GL).**

Symposia Co-chairs are responsible for overseeing individual symposia, which includes working with the conference coordinator to craft the call-for-papers, solicit proposals, coordinate sessions, communicate with participants, and represent their symposia. **This position is a two-year commitment (one year as Junior Co-Chair and one year as Senior Co-chair);** the second year of a co-chair's term will see them represent the symposia on the NE Committee. If you have questions, please contact the relevant symposia email addresses found at matc.us.

NOMINATIONS PROCESS

Please send a nomination packet to president@matc.us *which will be shared with the membership via digital platforms and in-person at the conference.*

To nominate an individual other than yourself:

- Submit a letter of nomination (no more than 1 page)
- The individual's contact information

To self-nominate

- Send a brief description (250-300 words) of your qualifications and plans for the position
- A current CV

The deadline for all nominations is March 1, 2024.

For more information on the organization, please visit <http://matc.us>

Sincerely,
The Members of the Executive Committee of Mid-America Theatre Conference

A PDF of this call for nominations is attached, or can be accessed at <https://matc.us/nominations>.