

HCTA Worksite Rep Election Form

(Please print clearly and legibly if completing this form by hand)

Work Location

Year

Election Coordinator

Based on your membership numbers, and in accordance with the Constitution and Bylaws, your worksite is entitled to: ___ Instructional Reps, and ___ ESP Reps.

When multiple representatives and alternates are elected, one representative must be designated as senior. The senior representative may be either Instructional or an ESP representative.

Senior Representative

Instructional ☐ ESP ☐

Name

Lawson

Phone

Personal Email

Address

- **Duties of Senior Representatives:** Serve as chairperson for HCTA meetings at the school/worksite; serve as voting members of the Representative Council; hold monthly HCTA meetings; supervise all elections; recruit new members; distribute materials; and perform other duties related to the role of Association Representative.

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Regular Representative

Instructional ☐ ESP ☐

Name			
Lawson		Phone	
Personal Email			
Address			

Regular Representative

Instructional ☐ ESP ☐

Name			
Lawson		Phone	
Personal Email			
Address			

Alternate Representative

Instructional ☐ ESP ☐

Name			
Lawson		Phone	
Personal Email			
Address			

Alternate Representative

Instructional ☐ ESP ☐

Name			
Lawson		Phone	
Personal Email			
Address			

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- **Duties of Regular Representatives:** Serve as voting members of the Representative Council and support the senior representatives in carrying out their responsibilities.
 - **Duties of Alternate Representatives:** Serve as voting members of the Representative Council in the absence of regular representatives and support both senior and regular representatives.