Call for Nominations for 802.20 Work Group Recording Secretary

The joint search committee of the IEEE-SA Standards Board and the IEEE 802 Executive Committee announce the opening of the nomination phase for the position of 802.20 Recording Secretary. The responsibilities, requirements and qualifications for this position are attached below.

To nominate a candidate for this position, please submit a letter of recommendation to the Search Committee. The letter should summarize the candidate's qualifications for the position including an assessment of the candidate's abilities to fulfill the responsibilities of the position. Please include curriculum vitae, names of at least two references, and a truthful and accurate disclosure of affiliation. Self-nominations are allowed.

Please note the search committee will be seeking the candidate's commitment to serve in the position with the understanding that the tenure of the position may last through completion of the standard or withdrawal of the PAR.

Nominations for this position are open to all interested parties.

Nominations may be submitted to 80220candidates@ieee.org beginning Tuesday, 26 September 2006 and must be submitted no later than close of business (5:00 PM EDT) Friday, 29 September 2006.

802.20 Recording Secretary responsibilities include:

Records the official minutes of 802.20 WG sessions whenever quorum is likely to be present (interim and plenary)

Responsibilities defined in the 802 P&P
Responsibilities defined in the 802.20 P&P

Additional absolute requirements:
- must be proven to have conducted WG activities in a fair, neutral and open manner
- must have significant IEEE-SA WG management experience (10+years)
- must have the time and resources to support the group through 802.20 standard approval
- must not be affiliated with any stakeholders of the 802.20 WG
- must not be affiliated with any stakeholders of the 802.16 WG
- must be a member of the IEEE-SA

Additional desirable requirements
- member of IEEE-SA SASB or its committees, the IEEE-SA BoG, or the IEEE-SA CAG
- member of CS-SAB
- member of 802 leadership community
- knowledgeable in 802.20 market and technology segment