

# ENCINAL HIGH SCHOOL ALUMNI ASSOCIATION (EHSAA)

##### EHS ATHLETIC HALL OF FAME CHAIRPERSON

##### and COMMITTEE

###### DUTIES and REPONSIBILITIES

**CHAIRPERSON:**

* Leads the planning, organization, coordination, promotion, and execution of EHS Athletic Hall of Fame Induction Ceremonies every other year
* Oversees the development of an EHS Athletic Hall of Fame Committee for purposes of maintaining the EHS HoF school display and records, the HoF induction process, and HoF induction ceremonies; and, coordinates related EHS and EHSAA events
* Oversees the committee review of all nominations received, develops and adheres to fair and non-biased selection criteria, and maintains the integrity of fair and impartial review and selection processes
* Provides EHSAA membership HoF information at EHSAA Board Meetings and as requested by the EHSAA Board
* Solicits the EHSAA Board and General Membership support for events
* Makes projections for related HoF expenditures, maintains appropriate financial documentation of EHS Athletic HoF activities and presents to the EHSAA Treasurer, and make recommendations for the use of fundraising income
* Leads or supports the annual EHSAA Student Athlete Scholarship application, review and award process
* Meetings – as determined.

**COMMITTEE MEMBERS**

* Supports the planning, organization, coordination, promotion, and execution of EHS Athletic Hall of Fame Induction Ceremonies every other year
* Supports the maintenance of the EHS HoF school display and records, the HoF induction process, HoF induction ceremonies, and coordination of related EHS and EHSAA events
* Solicits nominations of EHS graduates for induction into the EHS Athletic Hall of Fame
* Reviews all nominations received, adheres to fair and non-biased selection criteria, and maintains the integrity of fair and impartial review and selection processes
* Leads or supports the annual EHSAA Student Athlete Scholarship application, review and award process
* Attends all related HoF and EHSAA meetings, as determined.