

OUTSTANDING CLERK CRITERIA POINT SHEET

Dates of Services: March 01 , 2016 – February 28 , 2017

NAME: _____ TITLE: _____

COUNTY/ORGANIZATION: _____

ADDRESS: _____

EMPLOYMENT DATES: _____ DATE APPOINTED CLERK: _____

DATE APPOINTED DEPUTY CLERK: _____

Topic	Description	Points for Year Allowed	Points Accumulated
Points Carried Forward			
Clerk	Current Year	2	
Deputy Clerk	Current Year	1	
Officers	President	8	
	Vice President	5	
	Secretary or Treasurer	3	
	Board of Directors	2	
Committees	Chairperson	2	
	Active Member*	1	
Certifications	UNC-SOG Clerks Certification (NCCCC)	5	
	IIMC – Certified Municipal Clerk (CMC)	5	
	IIMC – Master Municipal Clerk (MMC)	6	
	UNC-SOG Clerks Certification (NCMCC)	6	
Host of Conferences	State Annual Conference	Clerk: 3 Deputy Clerk: 2	
	Regional Conference	Clerk and/or Deputy: 1	
Project Service	Newsletter Editor	2	
	Directory Coordinator	1	
	Website Administrator	1	
	Other (Specify):		
Attendance	Association Annual Conference	1	

	January Clerks' School	1	
	Regional Workshop	1	
	NC Association of County Commissioners Conference	1	
	Advanced Academy Course	1	
Other Significant	(Specify):	1	
Professional Recognition			
Total Points			

Definitions:

*Active membership on committees means attending the committee meetings and being involved in the issues and recommendations of the committee.

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Or mail to:

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130 West Innes Street
Salisbury, NC 28144**

(Form last amended April 15, 2016)