



LEGISLATIVE STAFF SERVING ON NCSL'S EXECUTIVE COMMITTEE

The [National Conference of State Legislatures](#) (NCSL) is a bipartisan organization of both legislators and legislative staff. The [NCSL Executive Committee](#) is the governing body of NCSL and provides a strategic focus for NCSL in terms of its mission, leadership, vision, and policies. The 63-member executive committee is composed of 41 legislators, 21 legislative staff members, and one nonvoting ex officio legislator member representing international affiliates.

What are the Benefits of Serving?

Being a member of the executive committee provides you an opportunity to:

- (1) Enrich your knowledge, expertise, and understanding of the legislative institution.
- (2) Contribute your innovative ideas and provide input to NCSL.
- (3) Discover the different roles that staff play within the legislative community.
- (4) Develop a working relationship with legislative staff and legislators from other states.
- (5) Gain valuable professional development experience for job improvement.
- (6) Enhance your profession and develop your leadership skills.
- (7) Augment your resume with leadership experience.

Serving on the executive committee will also help you better understand and educate your colleagues about the resources that NCSL makes available for legislative staff.

What are the Expectations of Serving?

The [NCSL Executive Committee](#) and [Legislative Staff Coordinating Committee](#) (LSCC) generally meet together four times a year--usually in September or October, January, April or May, and at the Legislative Summit in July or August. As a member of one or both entities, you are expected to attend at least three meetings a year and are responsible for covering your travel costs. The term of office on the executive committee commences with the election at the annual NCSL business meeting held at the Legislative Summit and runs through the next Legislative Summit (approximately one year). A member may serve up to three consecutive terms. Your role as a member of the executive committee is to oversee NCSL's mission and values, ensure that the organization is financially sound, and make certain that NCSL has the resources to do its work and to grow.

As a staff member of the executive committee, you will also serve on the LSCC. The NCSL staff chair also chairs the LSCC and assigns members to LSCC workgroups and LSCC subcommittees; you are expected to participate by sharing your ideas and volunteering for assignments to help further the goals of your workgroup and subcommittee. The full LSCC meets together during each of the four yearly meetings to hear reports from the workgroups and subcommittees, as well as a report from NCSL's Executive Director.

What Experience is Required to Serve?

Legislative staff usually travel one of two formal paths to become a member of the executive committee--through involvement in the [standing committees](#) or [professional staff associations](#). Commonly, the chair of a professional staff association or a staff officer of a standing committee will take the next step and run for NCSL's Executive Committee. However, members of the staff associations and standing committees who may have held no leadership role previously are also encouraged to run and participate in NCSL's governing structure.

In addition, there are several informal paths to NCSL's Executive Committee. Some examples include:

- Serving as a discretionary appointee on the LSCC.
- Participating consistently at NCSL's meetings, including speaking roles.
- Serving in a leadership or management role in your state.
- Possessing a skill set or competency that would assist the executive committee

According to the NCSL's [Nominating Procedures for Legislators and Legislative Staff](#), a staff candidate for the executive committee must be a full-time employee of a state legislature or work in a position that the state legislative leadership considers full time. The Legislative Staff Nominating Committee looks for staff members who can listen, analyze, think creatively, and work one-on-one with people and in a group setting. The nominating committee also considers a staff candidate's legislative experience and background and other factors, described in more detail in the nominating procedures.

All legislative staff, partisan or nonpartisan, are encouraged to follow the formal or informal paths to serve on NCSL's Executive Committee. Each new legislative staff member brings a new point of view to the executive committee based upon their diverse backgrounds and experience both within their state legislatures and with the NCSL.

How Do I Run for the Executive Committee?

To run for the executive committee, a candidate must submit a letter of declaration to the chair of the nominating committee no later than 45 days before the start of NCSL's Legislative Summit. Letters of support for the candidates may also be submitted to the chair of the nominating committee no later than 30 days before the Legislative Summit. The chair will acknowledge all nominations and communicate information about the nominating process. The nominating committee, comprised of seven legislative staff, will interview candidates at the Legislative Summit.

Background Information on LSCC:

The [LSCC](#) oversees the legislative staff division of NCSL and serves in an advisory capacity to NCSL's Executive Committee concerning legislative staff issues. The LSCC coordinates the work of the nine professional staff associations of NCSL, promotes professional development of legislative staff, and reviews and evaluates NCSL services to legislative staff.

The LSCC is composed of: the three staff officers (staff chair, staff vice chair, and immediate past staff chair); the 16 legislative staff members of the NCSL Executive Committee; two officers from each of the nine professional staff associations; six discretionary appointees of the staff chair; and the two co-chairs and four vice-chairs of the Overall Standing Committees, who are appointed by the staff chair and are ex-officio members.

Who Can I Contact for More Information?

You can contact the [staff officers](#) of NCSL, the NCSL staff liaisons to the [professional staff associations](#) or [standing committees](#) you're active with or the NCSL staff to the nominating committee (Angela Andrews, angela.andrews@ncsl.org or Molly Ramsdell, molly.ramsdell@ncsl.org).