

# VALOREE ALTHOFF, CPP-T, PRP

5 Road 3779 \* Farmington, New Mexico 87401 \* (505) 360-5999 \* [althoffparliamentarian@gmail.com](mailto:althoffparliamentarian@gmail.com)

## CREDENTIALS

**CERTIFIED PROFESSIONAL PARLIAMENTARIAN** – highest credential offered by the American Institute of Parliamentarians  
*Certified Parliamentarian 2019; Teacher credential 2020, Certified Professional Parliamentarian 2022*

**PROFESSIONAL REGISTERED PARLIAMENTARIAN** – highest credential offered by the National Association of Parliamentarians  
*Registered Parliamentarian credential obtained 2013; Professional Registered Parliamentarian credential earned 2015*

## EXPERIENCE

- National Association of Parliamentarians, 2010 – present
  - NAP Trainer; 2018-present
  - District Six Director, 2016-2017, 2019-2021
  - NAP Professional Development Committee 2017-2019
  - NAP Association Relations Committee 2017-2019
  - NAP Biennial Convention Assistant Workshop Coordinator for 2019
  - Immediate Past-President, New Mexico State Association of Parliamentarians, 2021-present
  - President, New Mexico State Association of Parliamentarians, April 2015-2021 (three terms)
  - Vice-President, New Mexico State Association of Parliamentarians, September 2013-April 2015
  - Historian, New Mexico State Association of Parliamentarians, April 2010-September 2013 (2 terms)
  - Articles published in the *National Parliamentarian*
  - Leadership Conference workshop at NAP NTC 2018 “The Master Calendar Resource”
- American Institute of Parliamentarians, 2016-present
  - AIP Board of Directors, Director 2019-present
  - Editor of the *Communicator* 6/2019-present
  - 2019, 2021-2022 East Coast Practicum Curriculum Director
  - 2016 AIP Convention Coordinator
- American Dental Hygienists’ Association, member 2004-present
  - Speaker of the House of Delegates 2022-present
  - District Nine Trustee, 2013-2017
  - Finance Committee 2014-2017
  - Board Advisor to Council on Policy and Bylaws 2014-2016
  - Council on Member Services 2010-2013
  - Delegate 2007-2013
- New Mexico Dental Hygienists Association, member 2004-present
  - President 2011-2012, 2019-2020
  - President-elect 2018-2019
  - Parliamentarian consultant 2012-present
  - Immediate Past-president 2012-2013, 2020-2021
- Organizations served include: Professional and medical organizations, local and state boards, tribal organizations, PTA.

## SKILLS

- Leadership, strategic planning, budgeting, conflict management, organization and administration, public speaking.

## SEMINARS TAUGHT

- 2-3 day course on Robert’s Rules of Order Basics
- Handling Motions and Amendments
- Using the Agenda to Your Advantage
- The Chair is in Doubt: Voting tips and tools
- The President: The Most Least Powerful in the Room
- Minutes Not Hours
- Basic and Intermediate Parliamentary Course
- The Opportunity in a (blank) \_\_\_\_\_
- Motions From Memory
- Vote Early, Vote Often
- Practical Presiding
- Subsidiary, Privileged and Incidental Motions

## EDUCATION

University of New Mexico

Masters in Health Administration – May 2018

Bachelor of Science in Dental Hygiene – May 2004