**NOMINATION FORM FOR NATIONAL BOARD**

**AND NOMINATING COMMITTEE MEMBERS 092123**

*This is a Word Template, please rename and save document.*

Position being applied for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(See the list on page 3.)*

CANDIDATE INFORMATION

Last Name: Click or tap here to enter text. First Name & Initial: Click or tap here to enter text.

Street Address, City, State & Zip:Click or tap here to enter text.

Phone: Click or tap here to enter text. Mobile: Click or tap here to enter text. Fax: Click or tap here to enter text.

Race/Ethnicity: Click or tap here to enter text. Email: Click or tap here to enter text.

Age: 21-30[ ]  31-40 [ ]  41-50 [ ]  51-60 [ ]  61-70 [ ]  71-80 [ ]  81+[ ]

Local Unit: Click or tap here to enter text. Denomination: Click or tap here to enter text.

Candidate should summarize relevant background, leadership experiences, and accomplishments in items I - IV below, or attach an 1-2 page resume with this information:

1. **CWU EXPERIENCE:** (Participation in local, state, regional or national units and commitment to goals of CWU) (Specify positions with dates, use separate sheet if necessary)

Click or tap here to enter text.

1. **EXPERIENCE IN CHURCH AND CHURCH-RELATED ORGANIZATIONS:**

Click or tap here to enter text.

1. **EXPERIENCE IN OTHER ECUMENICAL AND COMMUNITY ORGANIZATIONS, AGENCIES, AND ACTIVITIES:**

Click or tap here to enter text.

1. **LIFETIME EXPERIENCES/EDUCATION (**College/University, Continuing Education, National and International Experiences)

Click or tap here to enter text.

1. **AVAILABILITY:**
* Meeting Information: The Board, Common Council and all Committees meet virtually and in person. The Quadrennial Assembly will be in Oak Brook, Illinois, in June 2024.
* The Board of Directors meets monthly and at least once a year in person; and, are responsible for an annual contribution. The Common Council meets quarterly.
* Members are encouraged to attend their State Assemblies and Regional Events.
* Members may be responsible for all or a portion of travel expenses.

**Are you available to travel and attend these meetings, if elected**?[ ] **Yes** [ ]  **No**

**VI. SKILLS OR EXPERTISE**:*Please check the skills relevant to your experience.*

**Technical Skills**

[ ] Administrative Skills

**Knowledge of the following**

[ ] Word

[ ] Excel (Spreadsheet)

[ ] PowerPoint

[ ] Google/ Docs/Forms/Spreadsheets

[ ] Publisher

[ ] Web Design

[ ] Virtual Meetings

[ ] Other

**Financial Skills**

[ ] Budgeting

[ ] Financial Planning

[ ] Knowledge of Accounting

[ ] Grant Writing

[ ] Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_[ ] **Analytics Skills**

[ ] **Research-Oriented Skills**

[ ] **Organizational Abilities**

**Leadership Skills**

[ ] Mediator/Reconciler

[ ] Facilitator

[ ] Conceptualization Skills

[ ] Time Management

[ ]  Evaluative Skills

[ ] Interpersonal Skills

[ ] Communication Skills

[ ] Motivational Abilities

[ ] Leadership Ability

[ ] Team-Oriented

[ ] Supervisory Ability**Skills Based on Talent and Experience**

[ ] Event Planning/Implementation

[ ] Journalism

[ ] Contact with Radio/TV

[ ] Marketing

[ ] Communications Experience

[ ] Creative Writing Skills

[ ] News Articles

[ ] Feature Articles

**List Additional Skills Below:**

**TWO (2) REFERENCES:**

**Each reference must email a Letter of Recommendation DIRECTLY to the Chair, National Nominating Committee** **NationalNominatingCWU@gmail.com****.**

Letters of recommendation must include

(1) How you know the candidate

(2) Have you served or worked with the candidate

(3) Insight into her character and capabilities, such as examples of leadership and accomplishments related to this position.

Also, please request that one or both Letters answer the following:

1. Has candidate been active in their unit for at least two years?
2. Has she attended at least one state assembly?

1 - Last Name: Click or tap here to enter text. First Name & Initial: Click or tap here to enter text.

Street Address, City, State & Zip:Click or tap here to enter text.

Phone: Click or tap here to enter text. Mobile: Click or tap here to enter text. Fax: Click or tap here to enter text.

Position: Click or tap here to enter text. Email: Click or tap here to enter text.

2 - Last Name: Click or tap here to enter text. First Name & Initial: Click or tap here to enter text.

Street Address, City, State & Zip:Click or tap here to enter text.

Phone: Click or tap here to enter text. Mobile: Click or tap here to enter text. Fax: Click or tap here to enter text.

Position: Click or tap here to enter text. Email: Click or tap here to enter text.

**Candidate’s Signature Date**

**POSITIONS**

*Officers and members of the Board of Directors and certain Common Council members shall be elected on a rotating basis as defined by the following cycles.*

*The one exception is the election of the Denominational and Ecumenical Representatives to the Board of Directors. Because of the transitory nature of their positions as leaders and staff members of the denominational and faith group organizations, the two leadership and staff representatives shall be elected by the Board of Directors to two-year terms.*

**Cycle 1**

**(2020, 2024, 2028)**

President, Action/Global Concerns Chair, Nominating Committee Chair, Northeast & Central Regional Coordinators, and Northwest & Southeast Regions Nominating Committee members.

**Cycle 2**

**(2021, 2025, 2029)**

Treasurer (Elected during the spring election period, but does not officially take office until the beginning of CWUs fiscal year, January 1st), Southeast & Southwest Regional Coordinators, one Young Church Women United representative (ages 21-30, when elected) and Northeast & Central Regions Nominating Committee members.

**Cycle 3**

**(2018, 2022, 2026)**

Secretary, Celebrations Chair, Communications Chair, East Central & South Central Regional Coordinators, and East Central & Mid Atlantic Nominating Committee members.

**Cycle 4**

**(2019, 2023, 2027)**

Vice President, President Elect, Mid Atlantic & Northwest Regional Coordinators, one Young Church Woman United representative (ages 31-40, when elected) and Southwest & South Central Nominating Committee members.

**NOMINATION FORM INSTRUCTIONS**

**Email your completed Nomination Form and attachments to the Chair of the Nominating Committee:**

NationalNominatingCWU@gmail.com

If you are applying for one of the Cycle Election Positions, please email all forms and attachments by **FEBRUARY 1st** annually.

If you are applying for a Special Election position,

you will be informed what the deadline is.

**Please have your two Reference Letters sent directly to**

NationalNominatingCWU@gmail.com

If you have questions, contact the CWU National Office (212) 870-1030.