

## **NDEO Board of Directors – Nomination Guidelines**

*Updated 4-3-17*

An NDEO Member may self-nominate for a board position, or nominate another for a board position. In order to be considered, an online application must be submitted. NDEO will publish a link to an online application **on April 1<sup>st</sup>**. Each year different board positions are up for nomination and a membership vote from among three categories: Executive Board (Officers), Policy Board (Voting), and Advisory Board (Non-Voting).

### **If nominating yourself, please provide the following in the online application:**

- 1) Your full contact information
- 2) Your NDEO Membership ID #
- 3) Optional demographic information (age, gender, education level, race)
- 4) A copy of your resume saved in a PDF file or Word Document (this will be uploaded to the online application.)
- 5) A 200 word (or less) bio that will be typed directly into the online application.
- 6) Answers to the following questions:
  - a. Have you ever been on a board before? If yes, please list the name(s) of the organization.
  - b. Have you ever attended or presented at an NDEO conference before? If so, list year or city.
  - c. Which NDEO programs or services have you used? There will be check-box options.
- 7) A 300 word (or less) essay on why you are applying for that board position and what skills, expertise, or experience you have that makes you a qualified candidate.

### **If nominating someone else, please provide the following in the online application:**

- 1) Your contact information
- 2) Your NDEO Membership ID#
- 3) A 300 word or less statement on why are you nominating this person. You should attest to the Nominee's qualifications for the specific position, and list achievements in the field of dance and also explains the relationship between the Nominator and Nominee. Use specific examples of achievement, service to the field and experience with NDEO's programs and services.
- 4) Full contact information of the **Nominee** including name of school or institution of where they work currently and the nominee's job title.
- 5) NDEO Membership ID # of the **Nominee**
- 6) Optional demographic information of the **Nominee** (age, gender, education level, race)
- 7) A copy of the **Nominee's** resume saved in a PDF file or Word Document (this will be uploaded to the online application.)
- 8) A 200 word (or less) bio of the Nominee that will be typed directly into the online application.
- 9) Answers to the following questions regarding the **Nominee**:
  - a. Has the Nominee ever been on a board before? If yes, please list the name(s) of the organization.
  - b. Has the Nominee ever attended or presented at an NDEO conference before? If so, list year or city.
  - c. Which NDEO programs or services has the Nominee used? There will be check-box options.

### **NDEO Membership Requirements:**

To be considered for an Executive Board position, the nominee must have a minimum of 5 full years of continuous membership in NDEO prior to being nominated.

To be considered for a Policy Board of Director position, the nominee must have a minimum of 3 full years of continuous membership in NDEO prior to being nominated.

To be considered for an Advisory Board of Director position, the nominee must have a minimum of 1 full year of membership in NDEO prior to being nominated.