

**CNG Board of Directors Application Form**

**All applicants must submit a resume and this application along with any additional documentation to the CNG Nominations Committee Chair, Katie Gottwaldt, at** **kgottwaldt@aama-ntl.org** **by** **September** **1, 2022.**

1. Name and contact information

|  |  |
| --- | --- |
| Name:  | Preferred phone number:Home ­­­­\_\_\_ Work \_\_\_ Cell \_\_\_ |
| Preferred mailing address: | Alternate phone number:Home ­­­­\_\_\_ Work \_\_\_ Cell \_\_\_ |
| E-mail address:  |

2. Current organization and job title:

3. Current employment setting:

­­\_\_\_ Accreditation Program

­\_\_\_ Local, State, or Federal Government Agency

­\_\_\_ Certification Organization (part of a membership organization)

­\_\_\_ Certification Organization (stand-alone)

­\_\_\_ Vendor to Certification Organizations

­\_\_\_ Other – Specify

4. How often do you attend CNG events annually?

1. Have you or do you currently serve on a CNG Program Committee?

6. When did you last attend a CNG event?

7. List all active certifications/licenses (optional):

8. List your active memberships in local or national professional organizations over the last three years (optional).

9. Describe any leadership roles in local or national organizations you may have held (e.g., any association committees in which you chaired or participated), expertise/experience, and why the CNG Board needs you.

10. Describe your understanding of diversity, equity, and inclusion (DE&I) and what measures you would like to see CNG take to implement it. Include reference to any background and experience you have in promoting diversity, equity, and inclusion related to culture, thought and knowledge, race, ethnicity, and gender identity. DE&I background and experience may come from within or outside of the credentialing world.

11. Please summarize why you have decided to apply for a position on the Board and why CNG is important to you.

12. CNG board members are expected to contribute 40 hours or more of voluntary service to CNG activities per year, not including travel, during their three-year terms. Attendance is expected at the Annual Meeting of the Board, for which travel expenses are reimbursed. In-person attendance may be subject to pandemic-related travel restrictions or a decision by the Board to conduct the meeting virtually. Can you make this commitment?

\_\_\_ YES

\_\_\_ NO

12. Attestations and signature

I have attached a copy of my current vita/resume.

I understand that my volunteer time may take place during business hours.

If elected to the CNG Board, I am willing to undertake the responsibilities required for that position and understand I may be asked to vacate the position should I not be able to meet my responsibilities.

Signature Date

**THIS IS YOUR DOCUMENT – DO NOT RETURN TO CNG**

Please review the CNG Mission and Statement on Diversity, Equity, and Inclusion at [https://certificationnetworkgroup.org/AboutUs.](https://certificationnetworkgroup.org/AboutUs)

**Board Member Expectations**

Each Board member shall, or shall assist the Corporation, to:

* Develop networking activities for certification professionals and product vendors.
* Provide continuing education opportunities for certification professionals.
* Identify and recruit recognized experts with diverse backgrounds, educations, and professional experiences to speak on relevant topics.
* Provide financial oversight and budgeting for the activities of the CNG.
* Prepare annual goal setting and strategic planning.
* Develop timelines and policies for all committees.
* Oversee and administer the CNG website and LinkedIn group.
* Provide governance and oversight for all CNG-related activities.
* Develop relationships with program sponsors.
* Serve as an ambassador of CNG with new and existing members.
* Identify current and new stakeholder groups.

Lack of participation or absence from two or more Board meetings annually without cause may be a reason for removal from the Board.

Board members are expected to attend the annual in-person meeting in Washington DC. The requirement to attend in person is subject to pandemic-related restrictions and any decisions by the current CNG Board to conduct the meeting virtually.

All applicants must submit a resume and this application along with any additional documentation by **September 1, 2022** to:

Katie Gottwaldt

CNG Nominations Committee Chair

CNG Immediate Past Chair

kgottwaldt@aama-ntl.org