

**APPLICATION INSTRUCTIONS****Filing your application:**

- Please print legibly or fill in the application form on the computer. You can also download it from the AAUW NYS site at [aauw-nys.org](http://aauw-nys.org)
  
- **Branch Affiliation:**  
Give your current branch. If dual be sure to list the secondary branch where you pay only the branch dues and list as secondary.
  
- **Positions held:**  
Please give the positions you have held in your current or other branches in the last five years. If you held other positions earlier, you may relate that to us but we don't need branch or dates.
  
- **Professional Experiences:**  
We are not asking you for resume. We would like to know your work experience, but more importantly we would like to know how that work relates to how you might perform as an AAUW officer in a particular position. Please tell us the job title you held and what skills you have taken from it. (You may want to refer to the Job Overview for a list of skills that relate to the office you are applying for.)
  
- **Community Experiences:**  
Many volunteer organizations or community committees can give you valuable experience in the work of volunteer boards, committees etc. Do not use acronyms such as LWV. Rather than giving the name of a LOCAL organization we might not be familiar with, give us a description of the work you did in that organization. i.e.;
  - "I belong to a child welfare organization that benefits needy children."
  - "I have worked as a \_\_\_\_\_, or held \_\_\_\_\_ office or was on the board etc."
  
- **Skills Paragraph:**  
This is your opportunity to tell about life skills and characteristics that make you suited to the particular office for which you are applying. You might want to address your specific interests that relate, as well as your ability to schedule time to attend meetings, write articles and keep the necessary records of the office.
  
- Sign and Date the "Statement of Agreement." and mail/email the application before the October 1<sup>st</sup> deadline. Applications must be RECEIVED on/before October 1<sup>st</sup> so plan to mail/email to reflect possible delays.

- **Letters of Endorsement:**  
Arrange for **exactly** three letters of endorsement to be **received before** the October 15<sup>th</sup> deadline by mail or email (fax or phone if appropriate). AAUW NYS Branches or individual members may endorse a candidate. You may want to ask them to read the Job Overview to address specifics for the particular office.
- **Deadline:** All applications and endorsements will be acknowledged when received and must be **complete by the October 1<sup>st</sup> deadline** to be considered.

AAUW NYS NOMINATION FORM for ELECTED STATE OFFICERS

Term of Office July 1, 2017-June 30, 2019

Application Deadline October 1, 2016

TAB THROUGH THE FIELDS TO ENTER INFORMATION

Position \_\_\_\_\_

Name of Candidate \_\_\_\_\_

Mailing Address \_\_\_\_\_

Email Address \_\_\_\_\_

Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Member of Branch \_\_\_\_\_ Years \_\_\_\_\_

If Dual Member, Primary Branch \_\_\_\_\_ Secondary \_\_\_\_\_

Degrees/Certificate Earned, Date, School(s) Attended \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

AAUW State or Branch experience the last 5 years; Position(s) held, date(s), branch(es):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Use a separate sheet to outline the following:

- Professional Experiences
- Community Volunteering
- Please write a paragraph about the skills you have that make you well suited to this position

The candidate may attach additional relevant information to this form or add information below.

Exactly three letters of endorsement from AAUW branches, and/or individuals who are members of NYS AAUW are required to be submitted along with the application by the October 15th deadline.

These letters should outline the candidate's qualifications for the position and the writer's qualifications for making the judgment.

**Statement of Agreement**

I am aware that I will be expected to attend the State Conventions, the Pre-Convention Board Meeting, the July Summer Board Meeting and the Fall or Winter Board Meeting. A percentage of the expenses of these meetings will be reimbursed by AAUW NYS.

Date \_\_\_\_\_ Signed \_\_\_\_\_

The completed application and letters of endorsement may be sent by regular mail or email to:

[loreen@fairpoint.net](mailto:loreen@fairpoint.net)

Loreen Ginnitti, Nominating Team Assistant  
75 3<sup>rd</sup> St, Westfield, NY 14787

Additional Information (if desired): \_\_\_\_\_

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