



Application Form

ASCA Board of Directors

PURPOSE

The Board of Directors governs and acts as the trustee for the members of the American School Counselor Association (ASCA), a non-profit national professional organization formed in 1952 to advance the field of school counseling and add value to stakeholders.

ASCA's VISION: The American School Counselor Association (ASCA) is the foundation that expands the image and influence of school counselors through advocacy, leadership, collaboration and systemic change. ASCA empowers school counselors with the knowledge, skills, linkages and resources to promote student success in the school, the home, the community and the world.

ASCA's MISSION: The mission of the American School Counselor Association (ASCA) is to represent school counselors and to promote professionalism and ethical practices.

CRITERIA

To be eligible for nomination, individuals must

- [a] be employed full-time in school counseling in a school, school district or state department of education or as a full-time faculty in a school counselor education program at the time of the election
- [b] have been a practicing school counselor for at least five years
- [c] hold a valid school counselor license or certificate issued by a state department of education or equivalent state or federal agency
- [d] be an ASCA Professional Member for at least the five years immediately preceding Jan. 31, 2018
- [e] have completed ASCA leadership training between Jan. 31, 2013, and Jan. 31, 2018
- [f] demonstrate commitment to school counseling and ASCA
- [g] comply with the instructions herein.

In addition to knowledge about and experience in the school counseling field, the Nominations and Elections Committee seeks leadership candidates with a demonstrated commitment and service to the organization, a working knowledge of the Policy Governance[®] Model, and a temperament that contributes to and generates group consensus, wisdom, and vision.

INSTRUCTIONS

If you wish to be considered for nomination as a candidate for election to the Board of Directors of the American School Counselor Association (ASCA), please:

1. Review the instructions and criteria in this form.
2. Complete this application.
3. Print the candidate commitment form and have it signed by your school district superintendent or supervisor. Then scan it.
4. E-mail a copy of the completed questionnaire, the signed candidate commitment form and your resume or vita to board@schoolcounselor.org by Jan. 31, 2018.

Name: _____

Employer/Affiliation: _____

Job Title: _____

Address: _____

City: _____ State: _____ ZIP: _____

Tel:(____) _____ Cell:(____) _____ Fax:(____) _____

E-Mail: _____

1. BASIC CRITERIA:

a. Are you employed

full-time in school counseling in a school or school district
District/School Name: _____

full-time in a position that oversees school counseling at the district or state level
School District or State: _____

full-time faculty in a school counselor education program
Program Name: _____

b. Have you been a practicing school counselor for at least five (5) years?
YES NO Years as a practicing school counselor: _____

c. Do you hold a valid school counselor license or certificate issued by a state department of education or equivalent state or federal agency?
YES NO
State/agency that issued licensure/certification: _____

d. Have you been an ASCA Professional Member continuously at least since Jan. 31, 2013?
YES NO Member Since _____

2. POLICY GOVERNANCE[®] MODEL:

a. Did you complete the ASCA Leadership Specialist training program between Jan. 31, 2013, and Jan. 31, 2018?

YES NO Completion Date: _____

b. Are you familiar with the Policy Governance[®] Model (Carver, 1990) and its descriptions of the roles, responsibilities, and relationships between governance (board of directors), management (CEO), and stakeholders (members)?

YES NO

c. Describe the difference between a “working board” and a “policy board” (200 word maximum):

d. What does “the board only speaks with one voice” mean (200 word maximum)?

3. ASCA SERVICE:

a. List the ASCA committees and task forces on which you have served (note any leadership positions):

1. _____
2. _____
3. _____
4. _____
5. _____

b. List other examples of your participation in ASCA (e.g. publications, presentations, etc.):

1. _____
2. _____
3. _____
4. _____
5. _____

c. List examples of your ASCA chartered state association service (note any leadership positions):

1. _____
2. _____
3. _____
4. _____
5. _____

4. ASCA PROGRAMS:

a. Have you attended an ASCA conference?

YES NO

b. Have you attended an ASCA Leadership Development Institute/Delegate Assembly?

YES NO

c. Have you worked at a school when it submitted a RAMP application?

YES NO

d. Has your school ever received RAMP?

YES NO

e. Have you ever received your state School Counselor of the Year award?

YES NO

f. Have you ever been an ASCA School Counselor of the Year finalist?

YES NO

g. Have you attended ASCA webinars?

YES NO If yes, approximately how many? _____

h. Have you completed any ASCA U Specialist trainings?

YES NO If yes, many? _____

i. How do you use ASCA resources (website, SCENE, publications, etc.) to support your work as a school counselor?

5. ASCA BOARD OF DIRECTORS:

- a. Briefly describe why you wish to serve on the ASCA Board of Directors (200 word maximum) *Note: If selected as a candidate, this statement will be shared with ASCA members as a part of candidate information.*

- b. List what you believe are your two (2) foremost leadership attributes (limit 100 words each):

1. _____

2. _____

- c. If nominated and elected, would you make your board service a priority throughout your term; that is, will you commit to [a] attending and participating in all board meetings each year for which your travel, lodging, and a per diem is paid by ASCA, and [b] participating in any and all interim governance discussions, tasks, and other activities?

YES NO

- d. If nominated and elected, it is possible that you may serve in a board leadership position. Because the board comprises nine (9) elected members, it is also important that each director be a “potential chief governing officer.” If elected to such a position, would you serve and commit your attention and time to fulfilling such responsibilities?

YES NO

- e. What benefits should the American School Counselor Association produce and for whom (200 word maximum)?

6. NON-ASCA GOVERNANCE EXPERIENCE:

a. List other boards and committees on which you have served outside your school or school district (note any leadership positions):

1. _____
2. _____
3. _____
4. _____
5. _____

7. SCHOOL COUNSELING EXPERIENCE:

a. Describe your experience and accomplishments in the field of school counseling such as presentations, publications, internship supervision, leadership roles or other accomplishments (include any positions in your school or school district):

1. _____
2. _____
3. _____
4. _____
5. _____

ATTESTATION

By my signature below, I attest that all information herein is true and correct to the best of my knowledge, that I alone completed this questionnaire.

Candidate Signature: _____ Date: _____

or click box to represent your signature if you wish to transmit this form via email.

FOR ASCA OFFICE USE ONLY

This questionnaire, Candidate Commitment Form, and attached resume/vita were received by ASCA by the January 31 deadline and ASCA records do not dispute the information listed in Section 1.

Executive Signature: _____ Date: _____



Candidate for ASCA Board of Directors Commitment to Performance

Candidate's Name: _____

Current Job Title: _____

Brief Job Description: _____

Administrators: ASCA congratulates you and your institution for employing such an outstanding professional, who seeks the nomination for national office. We recognize the need for cooperation and mutual understanding shared through commitments to professional activities. Based upon the information, responsibilities and expectations of the ASCA office, we request your endorsement and willingness to facilitate this commitment to performance.

I have reviewed this nomination for ASCA office and acknowledge the potential candidate's intent to pursue election to that position. I will grant administrative approval for release time. I verify the above job title and job description as the nominee's official responsibilities.

<i>Superintendent</i>	<i>Principal (or immediate supervisor for non-school-based members)</i>
Type/Print Name: _____	Type/Print Name: _____
Title: _____	Title: _____
Date: _____	Date: _____
Signature _____	Signature _____

The above signatures must include the nominee's immediate supervisor and the superintendent (person designated to grant leave) or his/her designee.

Nominee Statement

I understand and agree to fulfill the responsibilities and obligations to the ASCA office. I agree to the release of my personal and professional data for the election process. I also agree to abide by the election policies and procedures as presented in the ASCA Nominations and Elections Policy.

Signature _____ Date: _____