



2019 Board of Directors Application

Sister Cities International's Board of Directors is elected by its voting members-local sister city organizations. The election includes both electronic voting from June 3rd to July 18, 2019, as well as in-person voting at the Annual Business Meeting on July 18, 2019, held during our Sister Cities International's Annual Conference in Houston, Texas. More information on the election as well as service on the Board of Directors can be found in the FAQ at the end of this application.

Nine (9) At-Large Board positions as well as the Young Professional position will be filled by election. Seven (7) of the positions are for full three-year terms (2019-2022), one (1) is for a two-year position (2019-2021) and one (1) is for a one-year position (2019-2020). The three-year positions will be filled by the 1st through 7th place candidates, the two-year by the 8th place and one-year by the 9th place. The Young Professional position (under 35 years old) will serve for the normal two year term.

Candidates seeking these positions must agree to all requirements listed in this application, including attendance at the Annual Conference and Business Meeting July 17-19 in Houston, Texas. If elected, you must attend the three leadership meetings. Board members will make a meaningful personal Global Leaders Circle contribution of a minimum \$2,500 for each calendar year (or portion of a calendar year) they serve on the Board of Directors. Board Member Global Leader Circle contributions are expected during the first quarter of each calendar year unless individual special installment arrangements are pre-approved by the Board Chair. Candidates must register for the Annual Conference prior to their candidacy being announced. The deadline to register for the Annual Conference is April 30, 2019. Failure to do so will disqualify the candidate.

It is the policy of Sister Cities International Board of Directors that each candidate applying for the above positions, including current Directors running for second terms, must submit their application materials and all supplemental information by **Monday, April 15th** to Shelby Bunker at sbunker@sistercities.org. Applications received after this date will not be considered. The application materials to be submitted include:

- The application page, to be completed, signed, and scanned, and submitted as a PDF/.jpeg.
- Three narrative answers to questions below, to be submitted in Word format. All narrative answers will be reproduced in the candidates' profile on Sister Cities International's website and other election materials produced to voting members. Please take note of all word count requests throughout the application. If an applicant exceeds the desired word count, Sister Cities International may edit your response to meet the requirements.
- Headshot/Photograph for use on elections materials and ballot, submitted as .jpeg/.png.
- Letter of support from an elected official or representative of local sister city program (Board Chair/President/Committee Head), submitted as .jpeg/.png/PDF (max size, 1MB). If you have questions about recommender's eligibility, please contact Shelby at sbunker@sistercities.org.

All candidates will receive electronic confirmation of their applications within two days of receipt. If you do not receive confirmation within two days, please contact sbunker@sistercities.org or call 202-347-8252.

Please be sure to review the FAQ for Board applicants attached to the application, and available online at www.sistercities.org/boardfaq.

Narrative Portion: Please submit answers to the following in Word format with your application materials:

1. A brief biographical description, including relevant experience in your sister city program or other organizations (up to 250 words).
2. A statement of why you want to run for the Board of Directors (up to 200 words).
3. The major skills and assets that you will bring to the Board (up to 75 words).