

## How to Submit an Application to Serve on the ASCD Board of Directors

### INSTRUCTIONS

Please allow approximately 30–60 minutes to complete the application. We recommend gathering the necessary information for the application beforehand and completing the online application in one sitting.

Review the Board of Director Position Description, Time Commitment, Requirements for Board Positions (including valued characteristics), and the Board of Director Competencies sections before you complete the form.

Complete the required fields in each section (Contact Information, Résumé, Essay Questions, Disclosure of Conflicts of Interest form, and Recommendation).

Be sure to forward the Recommendation Form to each person completing a recommendation on your behalf. **Recommendations will be accepted until the application deadline of 6:00 p.m. U.S. eastern daylight time on September 30, 2021.**

**Submit your completed application no later than 6:00 p.m. U.S. eastern daylight time on September 30, 2021.**

You will receive an email confirmation that your application was received. If you don't receive this confirmation, please send an email to Barbara Woolley at [barbara.woolley@ascd.org](mailto:barbara.woolley@ascd.org).

Print a copy of your completed application for your records.