

## **Materials Required to Complete Board of Directors Application (2026 Cycle)**

Individuals seeking to serve on the AWHONN Board of Directors are required to complete an online application. It is recommended that applicants compile all relevant materials as outlined below to expedite the application process in one setting. It may take approximately 45 minutes to complete. Applicants will be able to save the application if not completed in one visit.

### **Application checklist: (all required information)**

1. Resume or CV in pdf format (remove address, phone numbers, and email address), include the following:
  - a. Education History
  - b. List AWHONN Leadership Experiences (Position, Leadership Title, and Year)
  - c. List Non-AWHONN Leadership Experiences (Leadership Title and Year)
2. Name and contact information for two (2) references (One reference must be from an AWHONN member excluding current members of the [Board of Directors](#), Nominating and Governance Committee, or AWHONN staff.)
3. Written Letter of support from current employer (Only applicable to President-Elect)
4. Essay (In 250 words or less): Please summarize why you want to serve on the AWHONN Board of Directors and how your work will help advance the mission and vision of AWHONN.
5. Essay (In 250 words or less): Describe a time when you led a project/program/initiative that failed. What would you have done differently?
6. Essay (In 250 words or less): Amid ongoing debates and polarization, how can AWHONN maintain its commitment to our core values and strategic goals while also spearheading tangible progress within the organization?
7. Essay (In 250 words or less): How will you use your platform to be a voice for the membership you represent, beyond attending the Convention and Section meetings?

### **Administrative Requirements:**

8. Headshot photograph in .jpg format of at least 150 pixels (This will not be used in the evaluation of the application.)
9. Bio-Sketch for Board Slate (250 words or less): The Bio-sketch will only be used if you are slated as a candidate. It should represent a summary of your curriculum vitae or resume. Therefore, limit your bio-sketch to 250 words in paragraph format. Provide information related to yourself as if you were a guest speaker at an event for an introduction.
10. Acknowledge, Affirm, and Certify:
  - a. I have read the AWHONN Bylaws
  - b. I am a Full, voting member of AWHONN at the time of my application and for the past 2 years.
  - c. I understand that committing to a Board position requires a significant amount of time and work. I am committing to attending all Board meetings (even if scheduled on evenings or weekends), reviewing all materials in advance, coming prepared for discussions, and providing input.
  - d. I understand that should I be elected to the Board, I will provide (Give or Get) a Platinum Level donation (\$1,000) to Every Woman, Every Baby Fund (charitable gift, tax-deductible) each year that I serve on the Board.
11. Acknowledge and Affirm (if elected, signed documents required):
  - a. Conflict of Interest Disclosure
  - b. Principles of Ethical Governance
  - c. Board Expectations & Honoraria Policy