



CAEYC Elected Officer Candidate Application Information

*Candidate materials must be in the CAEYC State Office no later than
5:00 PM on Friday, November 18, 2011*

Eligibility Criteria

To be eligible for consideration, all potential candidates running for an elected CAEYC Board position must possess the following qualifications:

- Current CAEYC member in good standing;
- Leadership experience and/or strong leadership potential with commitment and contributions to the early care and education field;
- Understanding and familiarity with CAEYC's mission, philosophy, goals, and code of ethics;
- Broad knowledge and awareness of the issues facing the field and ability to conceptualize the appropriate role for the Association;
- Strong interpersonal skills with ability to objectively consider various perspectives to guide major policy decisions of the Association;
- Awareness and familiarity of public policy issues as it relates to the field of early care and education;
- Personal time to provide vision and leadership to serve effectively as a Board member;
- Strong record of commitment to continue making CAEYC a high performing, inclusive organization; and,
- Specific skills and qualifications appropriate to the relevant Board position description of responsibilities (please refer to CAEYC Board Position Description document).

Application Materials

Each eligible candidate must submit the following materials *electronically* to info@caeyc.org or *via mail* to CAEYC, Attn: Nominations Committee, 950 Glenn Dr., Ste. 150, Folsom, CA 95630 for consideration:

1. Candidate Application and Statement;
2. Photo to be used only by CAEYC Staff to announce candidacy in *Connections*, *eConnections*, the CAEYC website, and at the CAEYC State Conference;
3. Three current (within the last 12 months) letters of recommendation from individuals who can provide information regarding educational, professional, community, and leadership experiences, AEYC-related involvement, accomplishments in the area of early care and education, and knowledge of candidate's skills related to the specific board position; and,
4. Current resume.

Important Due Dates and Timelines

- Friday, November 18, 2011 at 5:00 PM: All candidate application materials must be received in the CAEYC state office by this date and time.
- January, 2012: All candidates will be contacted by the Nominations and Elections Committee Chair informing them of the Board's decision regarding the composition of the election slate after the January board meeting is held.

- NOTE: If a potential candidate is selected to be on the CAEYC election slate, the selected candidate may edit her/his original candidate statement in a timely manner for submission in *Connections*.
- February, 2012: Candidate statements and photographs appear in *CAEYC Connections*, *eConnections* and CAEYC website.
- February, 2012: Election ballots are mailed to all current CAEYC members.
- March 15-17, 2012: CAEYC Annual Conference and Expo (San Diego). Candidates are invited to attend the general membership and board meetings held at conference. Candidates are also introduced during general sessions.
- April 6, 2012: Deadline to accept ballots sent to state office.
- April 16, 2012: CAEYC President contacts candidates by telephone regarding the election's final outcome.

General Information

- Executive Board Officer term is from July 1, 2012 to June 30, 2014.
- Elected officers are responsible for attending CAEYC Board of Director meetings and Executive Committee meetings. Meetings of the Executive Committee regularly occur prior to CAEYC Board Meetings and can be either in person or via conference call.
- Proposed Board Meeting Dates for 2012-13 (all locations TBA):
 1. September, 2012 - Board Meeting – Conference Call
 2. January, 2013 - Board Meeting – Conference Call
 3. March 14-16, 2013 (San Jose) – 2013 CAEYC Annual Conference and Expo
 4. May, 2013 - Board Meeting (location TBA)

Questions can be directed to Nominations & Elections Chair, Dr. Ellie Kaucher at ellie.kaucher@cambridgecollege.edu or Dr. Kelly Lake, CAEYC President at kellylake.caeyc@gmail.com