

Candidate Name: _____

Board of Directors Position: _____

ACLP Board Member Time Commitment, [Expectations](#) and Term Commitment:

All Board Members are expected to attend 2-3 face to face board meetings per year (each 2-4 days in length, including the annual conference) well as participate in 2-4 board conference calls annually, with high activity typically occurring in the months of October/November and May/June.

President-Elect

- 5-8 hours per week
- One-year term, then assumes role as President on the Board the following year, following by a year as Past-President * (*Time requirements below*)
- Participation in Board Liaison Committee Meetings and other Task Force conference calls
- Weekly calls with ACLP CEO
- Monthly calls with the Executive Committee
- *Assumes 1 year term of President the subsequent year followed by the role of Past-President for a 1-year term.
- President requires 5-12 hours per week, including weekly calls with ACLP CEO and monthly calls with the executive committee
- Past President requires 4-6 hours per week, including monthly calls with executive committee, quarterly director calls, and participation in board liaison committee and/or task force conference calls

Treasurer

- 6-12 hours per month
- Two-year term, then two-year *additional* service on the Finance Committee
- Participation in Conference calls for: Finance Committee (monthly), Executive Committee (monthly), and any other committees with whom this position liaises

Secretary

- 6-12 hours per month
- Two-year term
- Participate in Conference calls for: Executive Committee and Conference calls as Board Liaison with assigned committees and Task Forces
- Takes minutes for monthly calls with the Executive Committee

Director

- 6-12 hours per month
- Two-year term
- Quarterly Directors' Calls
- Conference calls as Board Liaison with assigned committees and Task Forces

Recommendation Statement:

Supervisor Name and Title (please print/type):

Do you give permission for the above listed candidate to assume a role on the ACLP Board of Directors given the time commitments and expectations described above?

Yes _____ No _____

In thinking about the critical attributes identified for an ACLP Board member, how strongly do you recommend this candidate?

Commitment to creating diverse, inclusive, and equitable environments

Highly recommend Recommend with Reservations I do not recommend Unable to evaluate

Effective Communication

Highly recommend Recommend with Reservations I do not recommend Unable to evaluate

Leadership Commitment

Highly recommend Recommend with Reservations I do not recommend Unable to evaluate

Emotional maturity/ personal integrity/ honesty

Highly recommend Recommend with Reservations I do not recommend Unable to evaluate

Ability to think strategically & analytically

Highly recommend Recommend with Reservations I do not recommend Unable to evaluate

Works well with others in collaborative group

Highly recommend Recommend with Reservations I do not recommend Unable to evaluate

Ability to facilitate group decision- making

Highly recommend Recommend with Reservations I do not recommend Unable to evaluate

Overall recommendation

Highly recommend Recommend with Reservations I do not recommend Unable to evaluate

Please provide additional insight/comments for the nominating committee to review:

**If you are in private practice or a circumstance where you do not have a direct supervisor, please have the recommendation portion of this form completed by an individual who can provide insight into your time availability and ability to meet the expectations above.*

Supervisor Signature: _____ Date: _____