




Member-to-Member Mentoring Insights

Application Tips from Fellow Members

The College offers over 900 Committee and Council positions, with only about 25% open each year. If you're not selected this cycle, don't be discouraged; many members apply multiple times before being chosen. Keep in mind that some committees receive significantly more applications than others, which can affect selection opportunities. For more details, refer to the **Committee Eligibility and Competitiveness Chart** to better understand the requirements and application volume for each committee.

Choosing Committees:

- **How do you choose the Committees to apply?** Apply to up to **3 committees** based on your interests, competencies, and experience. For example:
 - Active in a **Member Section Workgroup**? Consider the **Section Leadership Council**.
 - Involved with your institution's **ACC Accreditation process**? Look into the **NCDR and Accreditation Services Committees**.
 - Helped plan a **State Chapter Annual Meeting**? An **Education Committee** could be a good fit.
- **Already on a Committee?** Consider waiting until the final year of your current term before seeking a new appointment. While exceptions may occur, leadership within the College is most often cultivated through active committee service.
- In alignment with the College's commitment to broadening participation and cultivating new voices in leadership, the Nominating Committee gives strong priority to applicants who have had limited or no prior formal service with the ACC. **Members who are not currently serving in a formal capacity, or whose terms are concluding at the start of the new appointment cycle, will be prioritized for placement.** This approach helps ensure that leadership opportunities are accessible to a wider range of members and supports the continued growth and inclusivity of the College.


 **Member tip:** Encourage a colleague to apply for the committee you're rotating off. A simple tap on the shoulder can spark confidence, and your recommendation might be the catalyst that launches a future leader within the College.

Writing Your Letter of Interest:

- Be concise and clearly show how your unique skills align with the committee's goals and the College's Mission and Vision.
- Share your personal motivation and relevant experience, highlight how your professional background and involvement in professional societies uniquely position you to contribute.




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 **Member tip:** This is **not** a training program or academic application. You should be able to communicate your interests in no more than 4-5 paragraphs.

Reference Letter Guidance:

- Your reference can **strengthen or weaken** your application. Choose someone who knows your work well.
- Before submitting your application, confirm that your reference writer is both available and willing to provide a recommendation. Incomplete references may result in your application not being considered.
- Once you formally submit your application, the system will automatically email your reference writer with instructions on how to submit their statement in support of your application.

 **Member tip:** Share your CV, the committees you're applying to, your qualifications, and the key competencies you'd like your reference writer to emphasize.