

IPMA-HR Executive Council Application

Cover Sheet and Instructions

Thank you for your interest in serving on the IPMA-HR Executive Council. There is one (1) vacancy on the Executive Council that will be filled prior to the October Executive Council meeting. As a result of the governance changes that were approved by the IPMA-HR membership, the Nominating Committee will develop a candidate slate that will be voted upon by the Executive Council. The Nominating Committee is seeking a diverse group of candidates and urges IPMA-HR members who meet the qualifications and are interested in serving on the Executive Council to submit an application.

Please complete and sign the application and submit it along with at least one letter in support of your nomination. The support letter should be no more than one page in length. The application includes four (4) supplemental questions that need to be answered. The responses to the four (4) supplemental questions should be no more than two (2) pages total for all questions. **All applications, support letters, and supplemental information must be received by IPMA-HR no later than 5:00 p.m., Eastern Daylight Time on Friday, August 20, 2010.** The applications may be submitted by email to Neil Reichenberg, IPMA-HR Executive Director, nreichenberg@ipma-hr.org, by fax to 703/684-0948, or by mail to 1617 Duke Street, Alexandria, VA 22314.

Executive Council Qualifications

Article 10, Section 1 of the IPMA-HR bylaws require that to be nominated and appointed as a member of the Executive Council, an individual must:

- Be a current individual member or covered staff member of an IPMA-HR agency member and have maintained membership for no less than three (3) years,
- Have demonstrated a commitment to the Association through service at any level, and
- Be willing to contribute actively of time and talents to the objectives of the Association.

In addition, the IPMA-HR Executive Council has established a requirement that all Executive Council members must be currently certified by IPMA-HR. **This requirement must be met at the time this application is submitted.**

The Nominating Committee has also expressed that candidates must have a professional reputation that enhances IPMA-HR's reputation and strengthens the role of the Executive Council in supporting the vision, purpose and values of the association.

Desired Competencies of Executive Council Members

Strategic thinking and decision making, leadership, and interpersonal and communications skills have been established as desired competencies for Executive Council members.

Strategic Thinking and Decision Making

- Possesses intuitive and interpretive skills that enable you to understand people.
- Has the capacity to internalize data, recognize the relationships that exist between systems, and integrate these elements into a coherent whole.
- Has the ability to prioritize, manage, and pace complex change.

Leadership

- Has a history of professional achievement within an organization, or within IPMA-HR, which would enable you to provide context and perspective to the Executive Council.
- Willing to apply your experience to the Executive Council's decision-making process.
- Takes accountability for people and actions.
- Leads with honesty, integrity, and trust.

Interpersonal and Communications Skills

- Effectively manages differing opinions and difficult situations.
- Actively listens to the opinions and ideas of others.
- Respects and values differences.
- Has the ability to build consensus among diverse groups.

If you have any questions or would like any additional information, please contact Neil Reichenberg, nreichenberg@ipma-hr.org or by phone at 703/549-7100.



IPMA-HR Executive Council Application

Name _____

Job Title _____

Employer _____

Work Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

Email _____

Employment History (Past Five Years - List Most Recent First)

Employer _____

Job Title _____

Employment Dates _____

Employer _____

Job Title _____

Employment Dates _____

Employer _____

Job Title _____

Employment Dates _____

IPMA-HR Activities

Please list below any IPMA-HR committees and taskforces on which you have served and any membership or leadership positions that you have held in IPMA-HR, its chapters, regions or sections.

IPMA-HR/Chapter/Region/Section Leadership Positions _____

Dates of Service _____

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Dates of Service _____

IPMA-HR Committees/Taskforces _____

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Dates of Service _____

Supplemental Questions

Please respond to these questions on separate sheets of paper and limit your answers to no more than two (2) pages total for all four (4) questions. Please do not include any supporting documentation.

1. Why are you interested in serving on the IPMA-HR Executive Council?
2. How would your experience in the desired competencies (strategic thinking/decision making, leadership, and interpersonal and communications skills) for Executive Council members make you uniquely qualified to serve on the Executive Council?
3. How can IPMA-HR address the biggest issues facing the public sector HR community?
4. What additional information would be useful and relevant to your application?

Personal Commitment

I recognize that service on the IPMA-HR Executive Council will require my participation in at least two meetings per year plus other activities that may be required throughout the year that would include, but not be limited to, voting, participating in conference calls, and email discussions. I acknowledge that I have discussed this time commitment with my employer and they are supportive of my serving on the IPMA-HR Executive Council.

I authorize the IPMA-HR Nominating Committee to review my IPMA-HR certification application.

Signature

Date