

**CNG Program Planning Committee Application Form**

**All applicants must submit a resume and this application along with any additional documentation.**

**Applications for the Chicago CNG Program Planning Committee are to be submitted to Katie Gottwaldt, Chicago Committee Liaison, at** [**kgottwaldt@aama-ntl.org**](mailto:kgottwaldt@aama-ntl.org)**.**

**Applications for the Washington, DC, CNG Program Planning Committee are to be submitted to Amy McKee, Washington, DC, Committee Liaison, at** [**amckee@humrro.org**](mailto:amckee@humrro.org)**.**

Position(s) of Interest: ­­­\_\_\_ Chicago Committee ­­­\_\_\_ Washington, DC Committee

1. Name and contact information

|  |  |
| --- | --- |
| Name: | Preferred phone number:  Home ­­­­\_\_\_ Work \_\_\_ Cell \_\_\_ |
| Preferred mailing address: | Alternate phone number:  Home ­­­­\_\_\_ Work \_\_\_ Cell \_\_\_ |
| E-mail address: | |

2. Current organization and job title:

3. Current employment setting:

­­\_\_\_ Accreditation Program

­\_\_\_ Local, State, or Federal Government Agency

­\_\_\_ Certification Organization (part of a membership organization)

­\_\_\_ Certification Organization (stand-alone)

­\_\_\_ Vendor to Certification Organizations

­\_\_\_ Other – Specify

4. How often do you attend CNG events annually?

5. When did you last attend a CNG event?

6. List all active certifications/licenses (optional):

7. List your active memberships in local or national professional organizations over the last 3 years (optional).

8. Describe any volunteer and/or leadership roles in local or national organizations you may have held (e.g., any association committees in which you chaired or participated, etc.), expertise/experience, and why the Program Committee needs you.

9. Describe your understanding of diversity, equity, and inclusion (DE&I) and what measures you would like to see CNG take to implement it. Include reference to any background and experience you have in promoting diversity, equity, and inclusion related to culture, thought and knowledge, race, ethnicity, and gender identity. DE&I background and experience may come from within or outside of the credentialing world.

10. Please summarize why you have decided to apply for a position on the Program Planning Committee and why CNG is important to you.

11. Program Planning Committee members are expected to contribute 40 hours or more of voluntary service to CNG activities per year, not including travel, during their terms. Can you make this commitment?

\_\_\_ YES

\_\_\_ NO

12. Attestations and signature

I have attached a copy of my current vita/resume.

I understand that my volunteer time may take place during business hours.

If appointed to the Program Planning Committee, I am willing to undertake the responsibilities required for that position and understand I may be asked to vacate the position should I not be able to meet my responsibilities.

Signature Date

**THIS IS YOUR DOCUMENT – DO NOT RETURN TO CNG**

Please review the CNG Mission and Statement on Diversity, Equity, and Inclusion at [https://certificationnetworkgroup.org/AboutUs.](https://certificationnetworkgroup.org/AboutUs)

**Program Planning Committee Member Expectations**

Each Program Planning Committee member shall, or shall assist the Corporation, to:

* Develop and plan networking activities for certification professionals and product vendors.
* Develop and plan education opportunities for certification professionals 4 times annually in Chicago or Washington, DC.
* Identify and recruit recognized experts with diverse backgrounds, educations, and professional experiences to speak on relevant topics.
* Develop relationships with program sponsors.
* Serve as an ambassador to CNG with new and existing members.
* Actively participate in Program Planning Committee and CNG meetings and events.

Lack of participation or absence from two or more committee meetings without cause may be a reason for removal from the committee.

All applicants must submit a resume and this application along with any additional documentation to:

Katie Gottwald Amy McKee

Chicago Committee Liaison Washington, DC, Committee Liaison

[kgottwaldt@aama-ntl.org](mailto:kgottwaldt@aama-ntl.org) [amckee@humrro.org](mailto:amckee@humrro.org)