

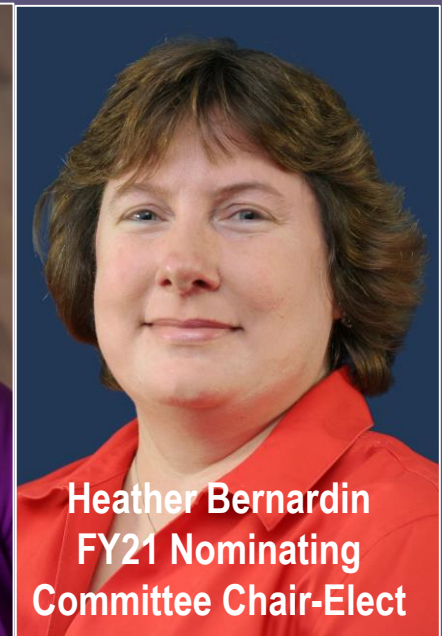


The Society of Women Engineers

Demystifying the
Society Nominating
Committee
nominating-chair@swe.org



Stacey DeVecchio
FY21 Nominating
Committee Chair



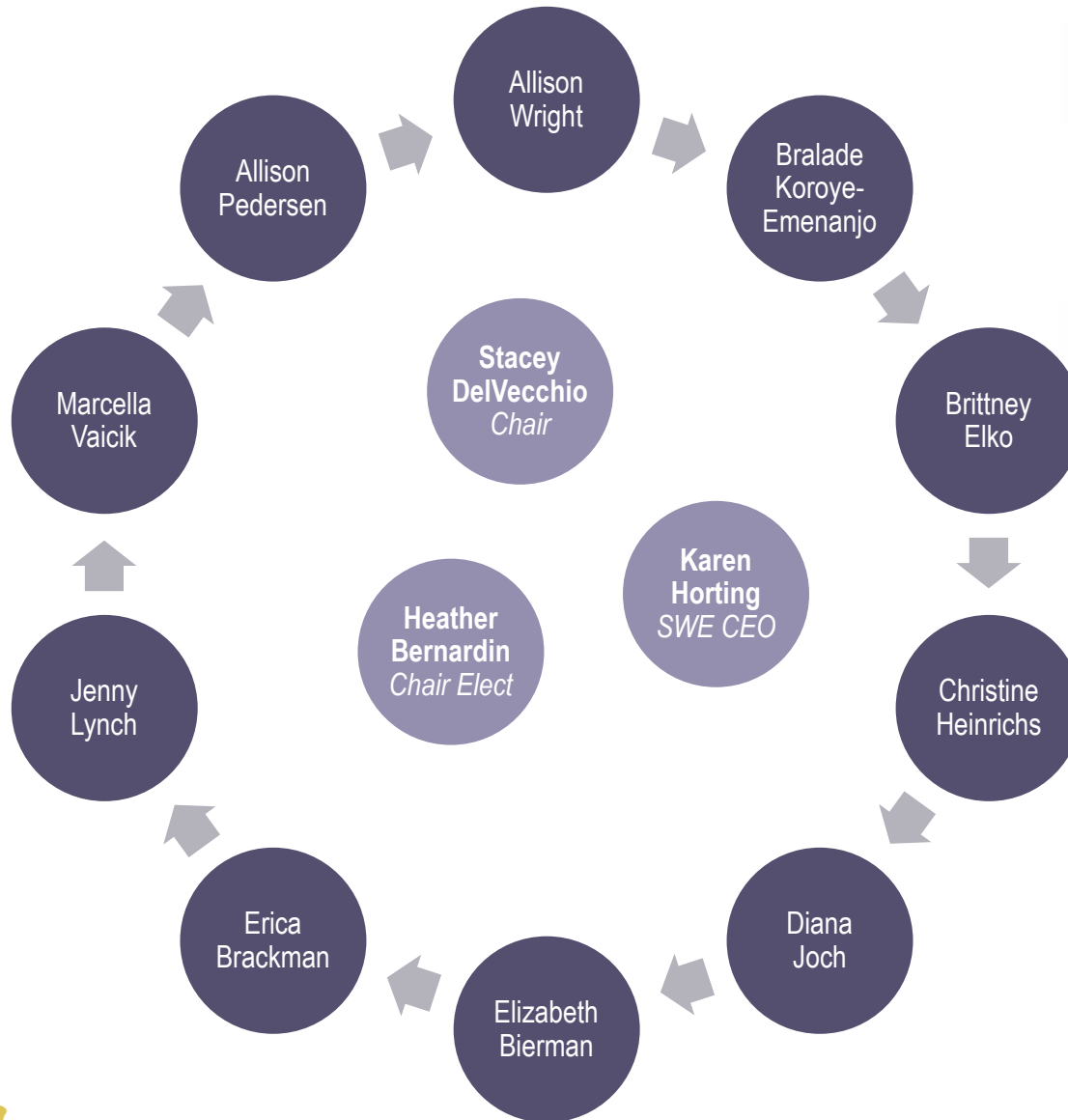
Heather Bernardin
FY21 Nominating
Committee Chair-Elect

Agenda

Demystifying the Society Nominating Committee

- Election Process & Timeline
- Application Requirements
- What Makes a Good Application
- Interview Process
- Evaluation Process
- Your Questions

What Does the Nominating Committee Look Like?



Voting Members

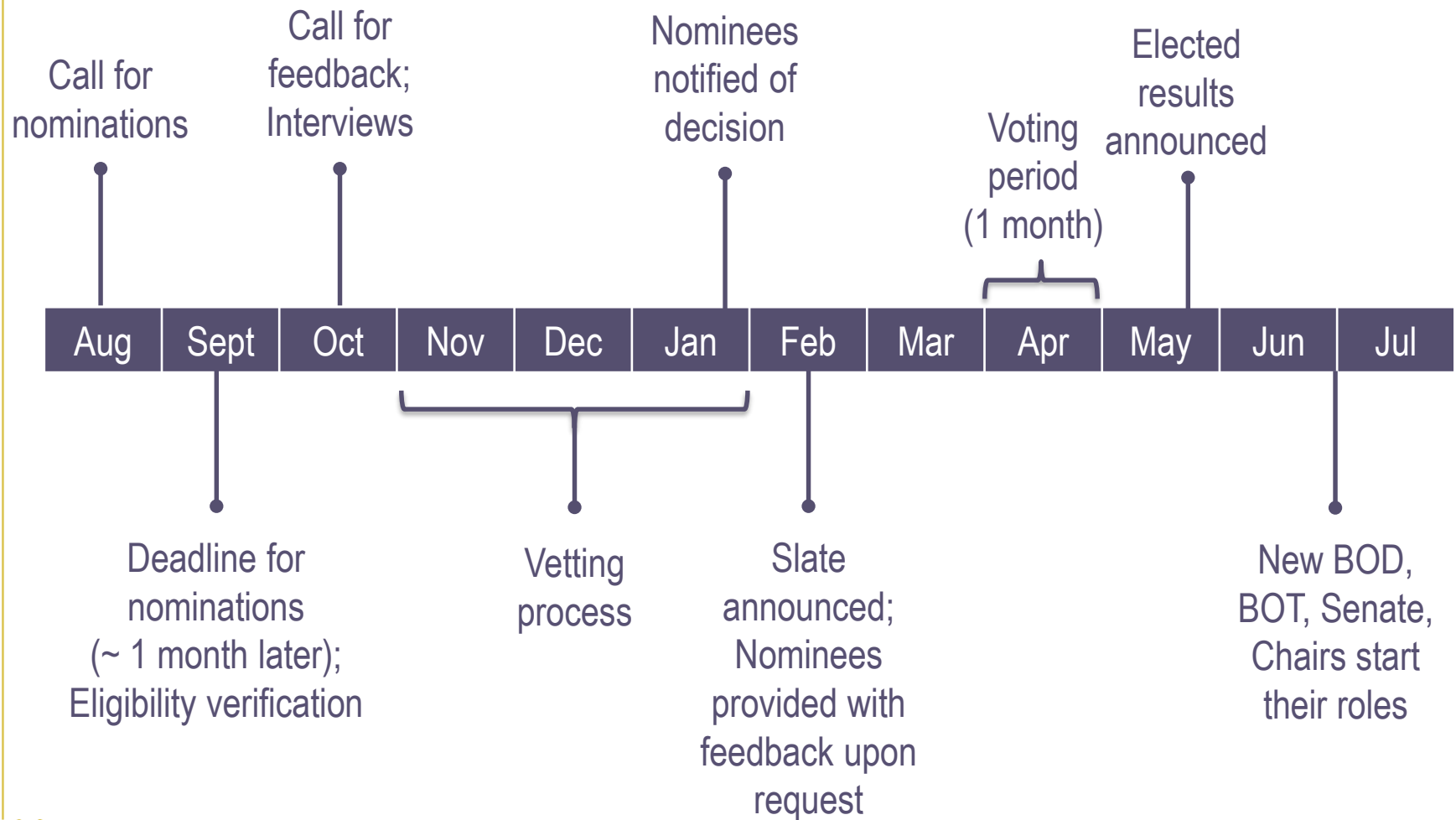
- 10+ committee members
- Appointed by SWE Board of Directors

Non-Voting Members

- Elected by SWE members
 - Committee Chair
 - Chair Elect
- SWE CEO

Nomination Timeline

Varies Slightly Year to Year



What Does the Nominating Committee Do?

Slates the *best qualified candidate or candidates* for a given vacancy to build the overall best slate to **serve the mission of the Society**.

DOES vet nominees for elected positions:

- Board of Directors
- Board of Trustees
- Senate leadership
- Senators
- Standing Committees Chair-Elects

DOES gather feedback on nominees using various methods

DOES prepare a slate based on what is needed for SWE that year

DOES revise and update nomination forms & processes

DOES vet the applicants for the new nominating committee members

Does NOT vet nominees for the following:

- Special Directors
- Non-Standing Committee Chair-Elects
- Coordinators
- Special task force leaders & members
- Committee members
- SWE headquarter employees

Does NOT assess electability of nominees

Does NOT choose society leaders

Does NOT mentor or otherwise aid nominees

Application Process

Nomination Package

Two Minute Video

What diverse perspective/experiences do you bring to this position and how will they help you contribute to SWE's mission?

Documentation

1. **Goals and visions for the position**
 - **Persuasive** statement covering why you are the best fit and what you would bring to the roles you applied for
 - **Not** a statement stating how you meet the minimum eligibility requirements to apply
2. **SWE Leadership Competencies**
 - Example of leadership for each SWE competency
3. **Professional Resumes**
4. **SWE/Service Resumes**

References

- Contact information for 2 - 3 references
- Does not have to be from SWE

Application Process

Tips & Tricks – What Makes a Good Application

- Express how your experiences align with skills and experiences requested in the call for nominations
- Make sure your references respond to the feedback request
- Proofread documents
- Be clear in your content

The FY22 nominees for the **Board of Directors positions** should also possess skills and experiences in the following areas:

- Diversity & inclusion: Promote diversity and demonstrate inclusive behavior
- Strategic thinking
- Financial reporting
- Team building and conflict resolution
- Communication and socialization skills
- Global perspective

The FY22 nominees for the **Board of Trustees positions** should possess skills and experiences in the following areas:

- An understanding of global economies and financial markets
 - Skills in evaluation of investment portfolios
 - The ability to make a long-term commitment of at least 3 years
 - The ability to attend a minimum of four face-to-face meetings yearly.
- Note: The Society realizes travel is restricted due to COVID-19. Virtual options will be made available as needed.*

NOTE: Excerpt from 'Call for Nominations'

If it is **NOT** in your application,
we don't know it.

Interview Process

Length: 30 minutes virtual interview

Attendees:

- Nominee
- Nominating Committee Chair
- Nominating Committee Chair Elect
- Nominating Committee members (available via recording)

Tips:

- Be prepared
- This is an interview – treat it as such
- Think about experiences you've had related to the role(s) you applied to beforehand.
- Convey why you are unique and what you would bring to the role.
- Check your technology in advance

Evaluation Process

Things That are Considered

- Nomination Package
- Feedback
 - References
 - Members and Colleagues
- Interview
- What is best for SWE for this year

How Can You Contribute to Nomination Process

- Share the call for nominations with your network
- Encourage SWE members to apply for positions for which they are qualified
- Provide meaningful feedback on nominees via feedback form
- Apply to join the Nominating Committee – application in the call for committee chairs in March

Your Questions

Please enter your questions in the chat box

QUESTIONS?

Contact Information:

nominating-chair@swe.org

Nominating Committee Web Page

<https://swe.org/about-swe/governance/committees/nominating-committee/>

Election Process

