2020-21 National PTA Letter of Interest (LOI) Application

National PTA is seeking candidates to stand for election at the National PTA Convention & Expo in June 2021 for the following national leadership positions:
- President-Elect, Secretary-Treasurer, Vice President Advocacy, and Vice President of Membership (2021-2023 term)
- Eight (8) Member Representatives for the National PTA Board of Directors (2021-23 term)
- Two (2) Members for the Nominating and Leadership Recruitment Committee (2021-2024 term)

YOU MUST BE A PTA MEMBER AT THE TIME OF SUBMISSION AND ELECTION. Please contact your state PTA or National PTA for membership opportunities.

YOUR COMPLETED LETTER OF INTEREST MUST BE SUBMITTED TO THE NATIONAL PTA VIA THIS ONLINE FORM. YOUR SUBMISSION MUST BE ON OR BEFORE 11:59 P.M. ET Thursday, October 1, 2020.

*First Name:
*Last Name:
*Address Line 1:
Address Line 2:
*City:
*State:
*Zip Code:
*Primary Phone:
*Email Address:
Country:

Work Information (if you are not working at this time, indicate not applicable (N/A) on the questions below)

*Company Name:
Work Title
Work Phone:
Work Email:

Languages.
Besides English, list the languages in which you are proficient: (blank = none)

Self-Identified Demographic Information
PTA values and appreciates diversity and inclusion, which enriches and strengthens our association. We acknowledge the potential of everyone with regard, including but not limited to: age, culture, economic status, educational background, ethnicity, gender, geographic location, legal status, marital status, mental ability, national origin, organizational position, parental status, physical ability, political philosophy, race, religion, sexual orientation and work experience.
Qualifications: Applicant must be a PTA member at the time of submission. Contact your state PTA or National PTA for membership opportunities.

More information about the roles and responsibilities of the open positions can be found in the PTA Bylaws and the Governance Policy Manual. These documents can be found here: National PTA Governance Documents.

Cover Letter Instructions:
Share your reasons to be considered for the position(s) you indicated, as well as skills and expertise you would bring to the position(s). You can create your cover letter in a Word document and copy and paste in this field.

*Cover Letter (1000 characters maximum)

*Personal and Professional Info (provide bullets): (1000 characters maximum.)

*Current PTA Involvement (provide bullets): (1000 characters maximum.)

*Previous PTA Involvement (provide bullets): (1000 characters maximum.)

*Current Community Service (provide bullets): (1000 characters maximum.)

*Previous Community Service (provide bullets): (1000 characters maximum.)

Honors and Awards (optional) (provide bullets): (1000 characters maximum.)

References:
List three professional and/or PTA references that may be contacted by members of the Nominating and Leadership Recruitment Committee (NLRC) regarding your qualifications, skills and attributes, as well as your capacity to serve in the position(s) for which you have applied.

Include both an email address and preferred telephone number to aid in scheduling phone interviews. Please do not include members of the Nominating and Leadership Recruitment Committee, National PTA Elections Committee, or National and/or State PTA staff as references. Further, take care as to not create a conflict of interest in the selection of your references.

Leadership Experience
*Describe work you have done with your state PTA leadership or other national organizations that would move PTA’s 2020 Strategic Vision forward. (100 word limit)

*PTA has prioritized outreach to key populations. Have you had personal experience with one or more of these groups, and/or experience in engaging with one or more of these groups? If so, share how this has prepared you to serve these priority populations. (100 word limit)

*What would you say is the key to empowering future leaders and cultivating talent? Can you tell us about a time that you demonstrated that? (100 word limit)
*Share with us when you demonstrated what you believe is most critical piece in planning when you undertake the work of the Board to ensure it’s a success. (100 word limit)*

*When you consider committee work that you regard as having been very successful, tell us what you did in planning and execution that made it possible to accomplish the work. (100 word limit)*

**National PTA Leadership Criteria and Competencies**

The Nominating and Leadership Recruitment Committee (NLRC) has developed leadership criteria and competencies for the National PTA Board and Nominating and Leadership Recruitment Committee (NLRC) leadership. The Nominating and Leadership Recruitment Committee (NLRC) developed the criteria and competencies with a consultant and National PTA Board feedback.

**National PTA Board Leadership**

If you are applying for an Officer or a Board Member Representative position, please rank order your top three competency areas in the comment box below. Youth Board Member applicants can also rank order in this section.

1. **Personal Integrity:** Exhibits and earns reputation for discretion, emotional maturity, professionalism, credibility, honesty, objectivity. Earns respect of key stakeholder group members.
2. **Strategic and Courageous Thinking:** Is creative, forward-thinking, analytical, critical and has demonstrated interest in taking PTA into the future.
3. **Financial Knowledge:** Has financial experience, risk management and understanding of non-profit finances.
4. **Effective Communication:** Has demonstrated the ability to communicate effectively about the National PTA. Approaches board leadership with the intention of communicating what we can be, not what we are not, and to communicate the thoughts and reasons for their strategic and analytical thinking.
5. **Knowledge of, and Loyalty to National PTA Values, Work and Priorities:** Is knowledgeable of, and loyal to National PTA’s values, mission, work and priorities and their relevance to today’s reality and future trends.
6. **Knowledge of, and Commitment to Education and the Association:** Understands all levels of educational and association systems. Demonstrate commitment to the value of education, and to association’s best practices.
7. **Collaboration, Consensus Building, Conflict Management and Resolution:** Has been known to be an active listener who promotes good working relationships, breaks down barriers, resolves conflict and builds cooperation and cohesiveness. Has demonstrated skills and interest in conflict resolution.
8. **Diversity, Equity and Inclusion:** Has cultural awareness, understanding and appreciation of difference cultures and needs. Welcomes and values inclusion and diversity in principle and practice.
9. **Nonprofit Board Governance Expertise and Experience:** Comprehends board, non-profit, problem-solving and knowledge of legal issues related to Board governance. Understands the fiduciary duties of loyalty, care and obedience. Discerns the difference between “oversight” and “supervision.”
10. **Advocacy:** Has demonstrated his/her focus on every child. Has served as a child advocate and has spoken up for the health and well-being of all children. Has demonstrated the ability to represent a diverse local or state membership, not only a particular group/geography/culture/demographic status.
11. **Accountability:** Has demonstrated the skills and interest in holding boards and organizations accountable to meet their goals, and accomplish their mission.
12. **Inspiring Leadership:** Has demonstrated the ability to motivate and energize others to act responsibly and actively on behalf of all children. Has high expectations and respect for volunteer work.

**National PTA Nominating and Leadership Recruitment Committee (NLRC) Leadership**

If you are applying for a Nominating and leadership Recruitment Committee position, please rank order your top three areas in the comment box below.

1. **Integrity:** Exhibits discretion, professionalism and credibility.
2. **Strategic/Visionary:** Conveys analytical and big-picture perspectives.
3. **Communication Expertise:** Effectively communicates and utilizes interpersonal skills internally and externally across a variety of fields, skill sets and demographics.
4. **Governance Knowledge:** Displays proficient knowledge and understanding of NPTA Governance, Association management, or other related fields of expertise such as human resources, Legal, or Leadership.
5. **Talent Cultivation:** Identifies and engages leaders that exhibit PTA Core Values and necessary skills sets.
6. **Collaboration and Consensus Building:** Actively listens and promotes good working relationships, breaks down barriers, resolves conflict and builds cooperation and cohesiveness.
7. **Diversity and Inclusion:** Welcomes and values inclusion in principal and practice with intentional pursuit of demographic and cognitive diversities.
8. **Results-Oriented:** Committed and accountable to a process-driven and data-informed approach that meets the evolving needs of our association.

*I am a member of (local unit name)*

*Local PTA City*

*Local PTA State*

Your submission must be time-stamped ON OR BEFORE 11:59 P.M. ET Thursday, October 1, 2020.