

## BOARD OF DIRECTORS APPLICATION

Confidential Application for Board Directors—For Term to Begin 2019

**Important:** Please save this application form to your personal computer before starting to fill out to avoid the risk of losing data.

We are honored that you are interested in serving as a Director of Reform It Now, Inc. (d/b/a Autism Citizen, Inc.).

With a mission dedicated to serving the autistic community and general public, we seek a broad-based Board that includes professionals, others in autism services, as well as public members. We also seek a diverse Board as defined by race, ethnicity, gender, religion, age, disability, appearance, geographic location, professional level, size and category of organization currently affiliated with, and professional licensing, etc. All of which represents the fabric of our communities and the wide range of constituencies that we serve. Directors guide the organization's policy direction in an effort to ensure that we accomplish our mission.

Thank you for considering Board of Director involvement and for the personal time and energy that you will be putting into this important aspect of building a stronger Board and thus a better world for autism.

Sincerely,

The Nominating Committee

In our sincere effort to successfully recruit a qualified and diverse slate of candidates, we have developed a comprehensive selection process. The process includes the following seven (7) steps:

### STEP 1

All interested parties should carefully review the Board Welcome at <https://autismcitizen.org/about/mission-statement/commitment-to-excellence/board-welcome/> to self-assess their qualifications and their realistic view of the time commitment that board service will require.

### STEP 2

Each candidate should then complete the electronic application in full. All applications must be received electronically by no later than 5 PM East Coast time, Friday, September 28, 2018. Late applications will, unfortunately, not be considered.

### STEP 3

The Nominating Committee will carefully review and assess all applications against the position description profile and will select a "short list" of candidates for further consideration. This will be completed by October 15, 2018.

### STEP 4

Provided that there are not concerns or issues as a result of Step 4, the Nominating Committee will conduct first-round candidate phone interviews. These will be conducted between October 16 and November 10, 2018.

### STEP 5

The Nominating Committee will select the finalist candidates for second-round interviews. The interviews will take place by telephone on December 1 and 2, 2018.

### STEP 6

The Nominating Committee will select the finalist pool for full Board consideration in mid- December 2018.

### STEP 7

The Board elects the new Directors at its December board meeting to serve a various terms, beginning January 1, 2019.

**PLEASE TYPE YOUR RESPONSES – ONLY TYPED APPLICATIONS WILL BE CONSIDERED.**

**No handwritten responses.**

**SECTION I: CANDIDATE CONTACT INFORMATION**

Name:

Preferred Phone:

Email:

Alternate Phone:

Business Name:

Fax:

Business Address:

Home Address:

**SECTION II: CANDIDATE SNAPSHOT**

**Age**

25-34

55-64

35-44

65+

45-54

**Regional Location**

New England [ME, NH, VT, MA, RI, CT]

Mid-Atlantic [NY, NJ, PA, DE, MD, VA, WV & DC]

Southeast [FL, GA, SC, NC, KY, TN, AL, MS, AR, LA]

Midwest [MN, IA, MO, WI, IL, IN, MI, OH, ND, SD, NE, KS]

Southwest [AZ, NM, OK, TX]

Mountain [MT, ID, WY, NV, UT, CO]

Pacific [WA, OR, CA, AK, HI]

**Gender**

Female  Male  Non-binary/third gender

Prefer to self-describe: \_\_\_\_\_

Prefer not to say

**Military Service**

Yes  No  Previously Served  Currently Serving

**Ethnicity**

Asian, specify: \_\_\_\_\_

American Indian or Alaska Native

Black or African American

Hispanic/Latino

White

Other race: \_\_\_\_\_

**Education**

Bachelor's Degree

MBA  Other Master's Degree  PhD

Major: \_\_\_\_\_

Other: \_\_\_\_\_

## SECTION III: EDUCATION, CREDENTIALS AND PROFESSIONAL DESIGNATIONS

### 1. Educational Degrees:

Degree:	Date Received:	College or Institution:
Degree:	Date Received:	College or Institution:
Degree:	Date Received:	College or Institution:

### 2. Licenses, Designations or Certifications:

Designation:	Date Received:	Granting Organization:
Designation:	Date Received:	Granting Organization:
Designation:	Date Received:	Granting Organization:

### 3. If you work in financial planning or financial services, what is your area of subject matter expertise? (If you do not work in financial services, please check NA and skip to Section VI.)

<input type="checkbox"/> Generalist	<input type="checkbox"/> Insurance Planning	<input type="checkbox"/> Employee Benefits	<input type="checkbox"/> Tax Planning
<input type="checkbox"/> Retirement Planning	<input type="checkbox"/> Estate Planning	<input type="checkbox"/> Special Needs Trusts	<input type="checkbox"/> NA

## SECTION IV: PROFESSIONAL EXPERIENCE

### Please list your current position and the previous three.

Current Position:	Employer:	Dates:
Previous Position:	Employer:	Dates:
Previous Position:	Employer:	Dates:
Previous Position:	Employer:	Dates:

## SECTION V: PREVIOUS BOARD OF DIRECTORS EXPERIENCE (VOLUNTEER AND COMPENSATED)

Please provide the following information for each Board of Directors on which you have served. Add additional page if necessary.

### Organization 1 Board of Directors Service

Organization name:  
Dates of service:  
Leadership Positions held, if any, and length of time:  
Reference names, phone numbers, & email addresses:

### Organization 2 Board of Directors Service

Organization name:  
Dates of service:  
Leadership Positions held, if any, and length of time:  
Reference names, phone numbers, & email addresses:

SECTION VI: PREVIOUS NON-BOARD VOLUNTEER SERVICE

Please list previous volunteer positions held with other professional/association/industry/community organizations:

Organization	Service/Position Held	Start Date	End Date	Reference Names & Phone Number

SECTION VII: DISCLOSURE OF COMPLAINTS PAST AND PRESENT

1. Have you ever had a license relinquished or revoked?

- NO     Yes, if yes, please explain in the space below or on an attachment sheet.

**2. Have you ever declared bankruptcy?**

NO     Yes. If yes, please explain in the space below the dates, the type, the circumstances and the outcome.

**3. Are you, or have you ever been, under notice as to any complaints by clients or any regulatory agency which have led or may lead to legal or disciplinary action?**

Currently     Have Been     No

**4. If you are currently under notice or you have been in the past, please briefly explain:**

SECTION VIII: OPEN-ENDED QUESTIONS

Please respond to the following open-ended questions. Provide a paragraph and limit each answer to 500 words.

**Question 1. How do you think the public views autism?**

**Question 2. What do you see as the most pressing issues facing Autism Citizen over the next 4 years? Why?**

**Question 3. Do you think Autism Citizen should be a certifying authority or membership organization or both? Why?**

**Question 4. A seat on the Board is a true commitment of time and energy. Do you have any concerns or potential conflicts that may serve as impediments to this time commitment? If so, how might you manage the demands on your time?**

**Question 5. Lastly, are there any personal or professional conflicts of interest, current or anticipated, that might exist that the Board should be aware of in considering your application?**

**SECTION IX: SUBMITTAL AND ACKNOWLEDGEMENT**

I hereby declare that everything on, and attached to, this form is correct and accurate to the best of my knowledge.

Electronic Signature:

Date:

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Send your completed application by email to: [thedesk@autismcitizen.org](mailto:thedesk@autismcitizen.org)

Please refer questions to Robert Angelone at (792) 539-7484 or [robert@autismcitizen.org](mailto:robert@autismcitizen.org)

**Deadline: September 1, 2018**

Thank you for your interest in Autism Citizen and our work. We appreciate your time and effort in completing this application.

Please visit us at <https://autismcitizen.org>