



# Nomination Form

This document is designed to help nominees for the national board of directors of AIGA, the professional association for design, prepare and present their qualifications in a consistent manner. Each nominee is expected to complete the same form so that the nominating committee may consider the credentials of all candidates individually, as well as comparatively.

Read the Board Roles and Responsibilities to better understand the nominating process and the responsibilities of elected board members. If you have questions about this form or the nominating process, please contact the chairperson of this year's nominating committee, Jill Spaeth.

**Fulfillment:**

Copies of these forms must be completed, signed and submitted digitally along with two letters of recommendation from current AIGA members by **November 18, 2011**.

Send signed letters of recommendation to committee coordinator:

Amy Chapman  
AIGA  
164 Fifth Avenue  
New York, NY 10010  
Email: amy\_chapman@aiga.org

**Nominating Committee:**

Jill Spaeth	Citizen Creative	Washington D.C.	jill@innerspaeth.com
Richard Hollant	co:lab	Connecticut	rich@colabinc.com
Kenna Kay		New York	kenna_kay@hotmail.com
Yang Kim	Peopledesign	West Michigan	yang@peopledesign.com
Cary King	Red Carrot Design, Inc.	Alaska	info@redcarrotdesign.com
Matthew Muñoz	New Kind	Raleigh	matt@newkind.com

---

Signature of Candidate

Date



1.

**Contact Information**

*Nomination Form for the Board of Directors of AIGA, the professional association for design*

---

Name

---

Business name and address

---

City State Zip

---

Phone number Fax number

---

Email address

---

Home address

---

City State Zip

---

Home phone number



2.

**Biographical statement**

*Nomination Form for the Board of Directors of AIGA, the professional association for design*

Please provide a short biography, no more than 250 words, covering the most salient parts of your career to date. Should you be selected by the nominating committee, this short overview of your academic and professional achievements will be posted on the AIGA website in order to give members a clear picture of who you are during the balloting process.



3. **Educational History**

*Nomination Form for the Board of Directors of AIGA, the professional association for design*

List your educational experience. Which undergraduate colleges and/or universities did you attend and when? What degrees did you receive? What post-graduate colleges and/or universities did you attend and when? What post-graduate degrees did you receive?

Please list the information below chronologically from the most current to the oldest, grouping each experience or degree separately.



4.

**Professional History**

*Nomination Form for the Board of Directors of AIGA, the professional association for design*

List your professional experience. Where have you worked and when? What were your responsibilities by title? While you may not be a full-time teacher/instructor, include all teaching experience with dates, places and subjects.

Please list the information below chronologically from the most current to the oldest, grouping each experience separately.



5.

**AIGA History**

*Nomination Form for the Board of Directors of AIGA, the professional association for design*

What AIGA experience have you had? Have you served on a chapter board? When? What were your responsibilities? Have you managed, planned or presented at chapter and/or national events? Which ones? When? Have you attended chapter and/or national events? Which ones? When?

Please list the information below in three groups; (a) chapter board participation, (b) managed of or presented at an event and (c) event attendance.



6.

**Honors, Awards and Published Papers**

*Nomination Form for the Board of Directors of AIGA, the professional association for design*

What honors and awards have you received both personally and professionally? What papers, articles, books, etc. have you published?

Please list the information below chronologically from the most current to the oldest, grouping each experience separately.



7.

**Special Skills, Abilities and Experiences**

*Nomination Form for the Board of Directors of AIGA, the professional association for design*

What special skills, abilities and experiences have you had that would benefit the AIGA Board as a group and the membership as a whole? Are those experiences unique to your discipline and/or could they be applied to further the goals and objectives of the AIGA? How?

What organizations, associations, clubs, trade groups, advisory boards and/or educational collectives are you a member of? For how long? When? What board of director experience have you had?

Please describe simply your special skills and abilities and how they would benefit the AIGA. List your experiences and responsibilities with other boards and organizations chronologically from the most current to the oldest, grouping each experience separately.



8.

**Letters of Recommendation**

*Nomination Form for the Board of Directors of AIGA, the professional association for design*

Each candidate is asked to provide two letters of recommendation from current AIGA members who are not professionally associated with the applicant or the Nominating Committee. Please submit original letters with the completed *Nomination Form*. Letters need only express the endorsement of the candidate; however, those providing letters of recommendation are encouraged to support their candidate with pertinent any background informational.

Please list the names, addresses and phone numbers of those recommending your candidacy below and enclose their letters with this *Nomination Form*.