

## CALL FOR NOMINATIONS

The Nominating Committee of the National Council of Catholic Women is seeking candidates to represent all members in the office of Treasurer. Information and nomination form with qualifications and requirements for the position are posted on the NCCW website, [www.nccw.org](http://www.nccw.org). Members can provide valued assistance by directing suggested candidate names and recommendations to the chair of the Nominating Committee, Mary Rowley, [mcr662017@outlook.com](mailto:mcr662017@outlook.com).

**The deadline to receive all nomination applications is December 15, 2021.**

**Treasurer:** The NCCW Treasurer should have experience in the position of Treasurer in her CCW or DCCW or a similar organization. She will oversee preparation of budgets and financial statements and be able to provide explanations of these documents to the NCCW Board of Directors at their meetings and annually to the NCCW membership at the annual national convention. She will prepare reports for the *Catholic Woman* magazine and for each issue of the President's Pen.

The NCCW Treasurer will work with the Executive Director to monitor NCCW bank accounts, prepare check requests, and monitor the stability of NCCW finances. She will perform all duties as noted in the Policies and Procedures Manual reserved to the Treasurer and will ask for updates to that Manual, as needed. The Executive Committee must approve all major financial decisions and expenditures and will receive a monthly update from the Treasurer.

The Treasurer serves as the Chair of the Finance Committee.

**Qualifications/Prerequisites:** Candidates for the office of Treasurer must be an individual member of NCCW; preferably have held an office on the Arch/Diocesan, subdivision, or local level or served on another non-profit organization's board; be able to attend three Board of Directors meetings a year and other meetings as requested; be available for monthly conference calls with other members of the Executive Committee.

### **PROCESS TO APPLY:**

Nominations need to be submitted between December 1, 2021, and by midnight of December 15, 2021, to the chair of the Nominating Committee. Elections are held in the spring, with the installation at the annual meeting in November 2022. Nominations must include the nomination form (available at [www.nccw.org](http://www.nccw.org)), a letter of endorsement from the candidate's bishop and president of nominee's affiliate, a 100-word statement of the nominee's reason for seeking this position, a resume (details on [www.nccw.org](http://www.nccw.org)) and a current photo.

Consult [www.nccw.org](http://www.nccw.org) for more information or a member of the Nominating Committee: Mary Rowley, [mcr662017@outlook.com](mailto:mcr662017@outlook.com); Alma Meyer, [ampmeyer@gmail.com](mailto:ampmeyer@gmail.com); Bev McCarvel, [bmccarvel6969@gmail.com](mailto:bmccarvel6969@gmail.com); Cynthia Simien, [cynpbs@gmail.com](mailto:cynpbs@gmail.com); Joyce Thomas-Brown, [blessedone\\_2@charter.net](mailto:blessedone_2@charter.net); Rosi Schumacher, [ccwrose@gmail.com](mailto:ccwrose@gmail.com); Veronica Way, [veronicaway2016@gmail.com](mailto:veronicaway2016@gmail.com).

Voting will take place April 1 until May 1, 2022

**National Council of Catholic Women**

**2022 Nomination Form**

To be considered by the NCCW Nominating Committee, this completed form and all required attachments must be sent electronically to the NCCW Nominating Committee Chair, Mary Rowley, [mcr662017@outlook.com](mailto:mcr662017@outlook.com) **no later than midnight December 15, 2021.**

Nomination for the Position of NCCW \_\_\_\_\_ Treasurer

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: (\_\_\_\_\_) \_\_\_\_\_ Cell or Alternate Phone (\_\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

Affiliation: \_\_\_\_\_

Diocese: \_\_\_\_\_

Province: \_\_\_\_\_

Individual Membership: \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Expires

Nomination form must be accompanied by the following:

1. Resume should include name and contact information as well as the following information:

- Experience with National, Province, Arch/diocesan, State or other national organizations. List names of organization, office(s) held, dates, major responsibilities and accomplishments. List the most recent first.
- List other organization experience (i.e., service on non-profit boards, local government offices or boards, cultural, church or alumni organizations or volunteerism in community organizations).
- List NCCW Conventions, General Assemblies, and/or Leadership Institutes, and workshops or formation programs at which you have spoken or attended.
- Highest level of education (including any degrees in progress with expected completion date).
- Other courses of study, such as professional certification, seminars or institutes that are pertinent to this application:
- Present Employment:
- Other professional or business experience:
- Optional information:
  - a) Honors or awards:
  - b) Any other information the nominee would like to present:

2. **100 word statement** explaining nominee's reasons for seeking NCCW office. If the nominee is selected as a candidate, this is the statement that will appear in **Catholic Woman** magazine.

3. A signed letter of endorsement from the nominee's Archdiocesan or Diocesan Council or a State or National Organization. It should include the title, address, email-address, and telephone number of the person submitting the letter of endorsement. If the nominee is the president of the council or organization, it should be signed by the Vice-president and should include her name, address, phone number and email address.

4. A signed letter of endorsement from the **applicant's bishop**.
5. Do not include any other endorsements.
6. A current picture to be included with statement in *Catholic Woman*.
7. Please **return all documents by midnight December 15, 2021** to: NCCW Nominations Chair, Mary Rowley  
[mcr662017@outlook.com](mailto:mcr662017@outlook.com)