

**AIA Washington Council
National Associate Committee (NAC) Representative
Nominations Being Accepted Now**

Applications due November 30, 2021

The AIA Washington Council (AIA|WA) is seeking candidates for consideration and appointment for our State Representative to the AIA National Associates Committee (NAC).

The NAC represents associates, in both traditional and non-traditional paths, by providing information and leadership to AIA components. The NAC addresses local and national issues and helps to shape and dictate new policy. The main objective of the NAC Representative is to serve as the AIA Associate representative for Washington State to the National Associates Committee (NAC) for a 2-year term.

The NAC serves as a resource to AIA National regarding issues that affect Associate members, by providing feedback/comment. The representative is to maintain regular contact with the NAC Chair, the NAC Executive Committee, and other committee members. In their position, the NAC representative also contributes news and announcements from state and local chapter Associate member events for NAC publications on a regular basis (monthly).

Each member of the NAC will serve on a workgroup of their choice and is expected to meet monthly via virtual call as well as quarterly for full committee virtual calls. The time commitment outside of these calls varies by workgroup and the goals established.

The NAC also fosters expanded interest in the program, encourages growth of the profession, acts as a mentor, builds relationships, creates goals for the state, and disseminates knowledge. The NAC Representative receives some financial support from the state and AIA National. The selected candidate is required to attend the annual NAC Conference, Grassroots Leadership Conference, the AIA Conference on Architecture, the AIA|WA Capital Connections Legislative Day.

This representative will also become an AIA|WA Board Associate and ex-officio member of the AIA|WA board of directors. They are expected to attend AIA|WA board meetings as well as fulfill all other expectations of AIA|WA Board Associate members. See attached information.

National Associate Committee Representative in detail:

- Appointed by the AIA|WA board of directors.
- Appointee must be an Associate AIA member at the time of appointment (it is allowable for the person to become licensed and move to AIA Member status during their term)
 - This is a 2-year commitment with an estimated 4-12 hours per month spent on NAC activities and tasks, and up to 3-8 hours per month spent on AIA|WA meetings and tasks. Exceptions outlined below.
- Appointee is expected to attend:
 - NAC Quarterly Committee Calls
 - NAC Monthly Workgroup Calls
 - NAC Annual Conference (usually held in mid-January)
 - National provides a travel stipend
 - Time Commitment: Up to 3 days including travel for in person conference. Virtual Conference requirements will vary.
 - Requirements: provide a written report back to AIA|WA within 30 days following the conference.
 - Grassroots Leadership Conference (usually held in late-February or early-March)
 - AIA|WA provides an annual travel stipend to be used for travel to Grassroots, and the AIA Convention.

- Time Commitment: Up to 4 days including travel for in-person conference. Virtual conference requirements will vary.
- Requirements: participate in NAC activities; participate in Congressional visits and sessions; provide a written report on findings within 30 days following the conference.
- ⊖ AIA Conference on Architecture (usually held in late-May or early-June)
 - AIA|WA provides an annual travel stipend to be used for travel to Grassroots, and the AIA Conference on Architecture.
 - Time Commitment: Up to 4 days including travel for in-person conference. Virtual conference requirements will vary.
 - Requirements: participate in NAC activities at convention; attend relevant emerging professional events; provide a written report on findings within 30 days following the Conference
- AIA|WA Capital Connections Legislative Day (usually in late January)
 - State to reimburse for travel costs as needed
 - Time Commitment: One day including travel for in-person conference. Virtual conference requirements will vary.
 - Requirements: participate in legislative meetings.
- AIA|WA monthly board meetings, virtual and/or in person
 - Travel for in-person board meetings is reimbursed.
 - Requirements: to provide updates and report on NAC events, decisions, etc. as they arise.

This is a great opportunity for someone who enjoys advocating for the profession, learning about board service and meeting new people. The chance to get to know their peers from around the country and make lasting friendships are tangible rewards for this commitment to serving in this role.

Application Process

To apply, the individual must be an Associate member of the AIA in good standing and assigned to a Component within the state of Washington. The individual must be an Associate member at the commencement of their term; however, they are encouraged to pursue licensure during their term. A NAC representative who has obtained his or her license in architecture may not seek re-appointment for subsequent terms.

Nominators, and interested candidates, are asked to submit the following information as a single PDF file:

- A one-page letter describing the candidate's appropriateness and interest in the position.
 - Self-nominations are accepted.
- Resume
- All nominations must include two letters of reference that are either AIA members in good standing and/or an AIA component supporting the nomination.
- The selected candidate will be expected to provide documentation that their place of employment is in support of their nomination.

This is an open nomination process and an appointment will be made by the AIA|WA board of directors as soon as a qualified candidate is identified. If you are interested in the position, you are encouraged to apply by **November 30, 2021**, as this term is scheduled to start on January 1, 2022.

If you have questions regarding the program, you can contact the current representative Nicole Becker AIA at Nicole.becker@zgf.com.

Please email your nominations and references to AIA Washington Council at tsueirro@AIWA.org.

BOARD ASSOCIATES PROGRAM**October 2021**

The AIA Washington Council Board Associates Program selects designers from within Washington to participate on their board of directors for a two-year term. Board Associates will gain tangible non-profit management and board governance experience through participation as a non-voting board member.

This is an opportunity to develop leadership skills while bringing a fresh perspective to the AIA|WA board. The Board Associate will also develop and strengthen their relationships with the organization, the individual members of the board and their local chapter/section.

What you can expect:

Time Commitment

- The Board Associate should expect to spend up to 3-8 hours per month as a member of the AIA|WA board.
- The Board Associate will attend all board meetings (11 per year), as an ex officio non-voting member, as well as any committee meetings they choose to be involved in
- The Board Associate program will last for two calendar years and may be extended or shortened by the board President.

Program Participation

- The Board Associate will participate in AIA|WA advocacy events whenever possible. These events include but are not limited to:
 - Capitol Connections: Legislative day/event during the Washington State legislative session where AIA members have the opportunity to meet with their legislators and discuss issues affecting the profession of architecture.
 - Advocacy Days: Members have the opportunity to learn about advocacy, the legislative process and the issues AIA|WA focuses on.
 - Civic Design Awards: Celebration of winners of awards given by AIA|WA for design excellence in publicly funded projects located in Washington.