



Leadership Development Committee Interest Form

Purpose

ACA International (ACA/Association) leads the accounts receivable management industry through education, advocacy and resources designed to help its members succeed.

The purpose of ACA's Leadership Development Committee is to support and promote the Association's efforts to identify and elevate the best-qualified candidates to the Association's Board of Directors by identifying, recruiting, and developing potential Board member candidates for the ACA Council of Delegates to vote on at the Annual Meeting of the Council of Delegates held at the Association's Annual Convention.

The Council of Delegates will meet on **July 26, 2023**, to elect up to five (5) Leadership Development Committee members to one-year terms.

Please complete and submit this form to be considered for election to the Leadership Development Committee by the Council of Delegates at the next Annual Meeting. Instructions are provided below. You may complete this form on your own behalf (i.e., self-nomination) or on behalf of another qualified individual you desire to nominate for consideration by the Council of Delegates.

Completing the Form

Remember the following:

- Complete this statement of interest form. Please designate whether you are self-nominating or nominating another person in the corresponding section below.
- Sign the form which acknowledges your review and understanding of ACA International's Code of Conduct (available at www.acainternational.org/about/code-of-conduct).

Instructions for completing the interest form:

1. Complete all sections, indicating Not Applicable (N/A) when necessary.
2. Please limit the responses to the characters allotted.
3. Return the completed form, with signature to corporate.secretary@acainternational.org. An electronic signature is permitted by using the following format in the signature line: /John Smith/.
4. If you have questions, please contact the ACA Corporate Secretary at corporate.secretary@acainternational.org.
5. **The ACA Corporate Secretary must receive your completed interest form by May 31, 2023.**

<input type="checkbox"/> I am self-nominating	<input type="checkbox"/> I am nominating another individual. <input type="checkbox"/> The individual I am nominating has consented to serve as a member of the Leadership Development Committee for a term of one (1) year, if elected.
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Nominee Information

Nominee Name _____

Nominee Title _____

Company Name _____

Company Address _____

City _____ State _____ Zip _____

ACA Member Number (if known) _____

Phone (business) _____ Phone (cell) _____

Email _____

Nominee Qualifications

You **must check all of the following** for the statement of interest to be considered.

- Nominee is, or is employed by, an ACA International member in good standing.
- Nominee is a natural person and eighteen (18) years of age or older.
- Nominee has demonstrated active involvement with the Association.
- Nominee has no conflicts of interest.
- Nominee has a unique interest, perspective, and expertise which advances this Committee's objectives, helps to fulfill its purpose, and allows the member to fulfill their responsibilities.
- Nominee will not be a candidate or nominee for election to the Board of Directors during the next election to be held at the Association's Annual Convention.

Statement of Interest

Briefly describe the nominee and why they would make a strong candidate to serve on the Leadership Development Committee. Consider including a biographical sentence or two, information about relevant current or previous professional experience and involvement with ACA, and any leadership roles within and outside of ACA. Links to interest statements will be provided for the Council of Delegates to review before voting. *NOTE: Limit is 1,500 characters. ACA is NOT responsible for editing the response. If preferred, the response may be sent in a separate document accompanying the interest form.*

I am nominating myself and affirm my interest in being considered for service on the ACA International Leadership Development Committee. If elected, I am willing to serve as a member of the Leadership Development Committee for a term of one (1) year and understand that if so elected, I will be ineligible to apply for election to the Board of Directors during the election cycle following my appointment to the Leadership Development Committee.

I am nominating another individual for consideration for service on the ACA International Leadership Development Committee. The individual I am nominating has consented to serve as a member of the Leadership Development Committee for a term of one (1) year if elected, and understands that if so elected, they will be ineligible to apply for election to the ACA Board of Directors during the election cycle following their appointment to the Leadership Development Committee.

Submitted by: _____

Title _____

Company Name _____

Phone (business) _____ Phone (cell) _____

Email _____

Signature _____ Date _____

(Attached is a copy of the Leadership Development Committee Charter.)

Leadership Development Committee

STANDING COMMITTEE Member Committee

Purpose	Support and promote the Association's efforts to identify and elevate the best-qualified candidates to the Association's Board of Directors by identifying, recruiting, and developing potential Board member candidates for the Council of Delegates to vote on at the Annual Meeting of the Council held at the Association's Annual Convention.
Number of Members	Five (5) to Eleven (11)
Type	Standing Committee / Member
Term	One (1) year. Members may serve successive terms but may not serve more than three (3) consecutive terms.
Quorum	Half (1/2) of members for a committee of seven or less; Third (1/3) of members for a committee of eight or more.
Chair and/or Board of Directors Liaison	Current ACA President-Elect
Vice Chair	None
Staff Liaison	Designee of ACA's CEO
Meetings	Attend an Annual Meeting at ACA International's Annual Convention and participate in teleconference meetings on an as-needed basis consistent with the Committee's Purpose and Objectives.
Member Compensation	None
Member Qualifications	<ul style="list-style-type: none"> • Is a member of ACA International; • Up to five (5) members will be elected by the Council of Delegates at its Annual Meeting; • Up to five (5) members will be elected by the Board of Directors, including one (1) Past President; • One (1) member shall be the President Elect, who shall serve as the Chair of the Committee and only participate in Committee votes in the instance of a tie; • Has a unique interest, perspective, and expertise which advances this Committee's Objectives, helps to fulfill its Purpose, and allows the member to fulfill his or her Responsibilities; and • Is not a candidate or nominee for election to the Board of Directors during the next election to be held at the Association's Annual Convention.
Actions Authorized Without Specific Board of Directors Approval	<ul style="list-style-type: none"> • Remove a non-performing Committee member with a two-thirds (2/3) vote of the entire Committee; and • Identify, recruit, and develop potential Board of Directors candidates.
Charter Review/Sunset	This Charter will be reviewed by the Board of Directors by June 30, 2023. At that time, the Committee Charter will either be 1) amended and approved or 2) the Committee will be dissolved.
Member Responsibilities	As set forth in the ACA International Committee Participation Policy.
Objectives	<ul style="list-style-type: none"> • Identify, recruit and/or call for applications for well-qualified Board of Directors candidates in accordance with the Association's Director application processes; • Consistent with the Committee's Purpose, in connection with the Committees identification and recruitment of potential Board of Directors candidates, consider diversity, equity and inclusion in a variety of areas, including agency tier and geographic and market representation, as the Committee deems appropriate and as informed by the Board of Directors; and • Identify opportunities to develop future leaders of ACA International.
Reporting Requirement(s)	Periodically to the Board of Directors.

Approved as amended: ACA International Board of Directors October 18, 2022