



## National Association of Student Councils National Advisory Council

### *Middle Level Adviser* Committee Application Form

Thank you for applying for selection to the NASC National Advisory Council. The NASC National Advisory Council is one of three committees of the NASSP Board of Directors. Its role, while very important to NASC and NASSP differs from what many are familiar with in comparison to the governing boards of state student council organizations. The National Advisory Council has two primary goals and five key functions to achieve those goals.

**The NASC National Advisory Council serves NASSP, NASC and their members by:**

1. Advising the Board and NASSP/NASC staff on issues, topics and concerns related to student council.
2. Selecting the winners of the middle level and high school Warren E. Shull Advisers of the Year at the regional and national levels.

**To meet its goals, the NASC National Advisory Council works to:**

1. Identify and bring forth student council-related issues, topics, and concerns that provide opportunities for NASSP/NASC input or response.
2. Provide critical review, feedback, and recommendations on issues, topics or concerns as requested by the NASSP Board and staff.
3. Provide periodic review and recommend revisions or enhancements for NASC Awards programs as requested.
4. Assist NASSP/NASC staff as called upon during the NASC National Conference.
5. Represent NASC at occasional special events and meetings as called upon by NASSP staff.

Serving as a member of the NASC National Advisory Council is a rewarding personal and professional experience, and a chance to address important issues facing student councils from a national perspective.

Please read the application instructions on the next page thoroughly in order that you understand the application and how to submit it to NASC and to your state director. Be sure to follow directions carefully and to provide all requested information. If you have questions as you are working on the application, please contact your state director or NASC staff.

Candidates vying for positions on the NASC National Advisory Council will be assessed in four essential categories of criteria during the selection process:

1. Knowledge of Student Council and NASC
2. Personal attributes – (i.e. attitude, responsibility, character, values)
3. Issues effecting youth, schools, & student councils (student leaders)
4. Leadership skills and potential

## **Completing and Submitting the Application:**

**Application Process:** The NASC National Advisory Council application is a PDF form that features data entry fields and online submission. It allows users to save copies of completed applications (data included) to your computers. With few exceptions, the majority of users will be able to complete the application process electronically. The exception will be those using Apple computers. (See Below) Forms that cannot be submitted using the online submission feature may be scanned and emailed to NASC.

It is important that all relevant information on the application is entered prior to submitting. Several fields have been pre-set as required and the submission feature will not work if any are left blank. Required fields appear with a red border.

***To complete an application, please use the following steps:***

1. Open the attached application and download a copy to your computer.
2. Open the form using Adobe Acrobat or Acrobat Reader (it is best to use the latest version)
3. Use your mouse or tab to navigate through the application. Simply click on check boxes to indicate your choices. With the exception of the letters of support, all information requested on the application must be entered in the corresponding fields. Responses of “see attached” are not acceptable.
4. Signatures are not required on the application. Persons submitting the applications attest to the correctness of the information and acknowledge principal and state director support on page 7.
5. Upon completing the application, press the SUBMIT FORM button and follow the directions to email it to NASC. Some mail programs may not be recognized by Adobe. In those cases, the completed form may be saved to the desktop and then attached in an email to [sherrillj@nassp.org](mailto:sherrillj@nassp.org). It is also advisable to print 2 hard copies for archival backup.

(NOTE: This application is in a PDF Distributable form that will allow users to save applications with entered data on the users’ computers. The Adobe program will prompt users to save their completed forms)

**\*\*APPLE COMPUTER USERS:** If using an Apple computer, some functionality of this application may not work due to conflicts between the Apple OS platform and Adobe software. If you are unable to save your entered data, do not close the file until you have printed out your completed application. You can then scan the completed application and email it to [sherrillj@nassp.org](mailto:sherrillj@nassp.org).

**NASC National Advisory Council  
Middle Level Adviser Application Form**

**Adviser Nominees Must:**

- 1. Be able to attend Advisory Council meetings held each January in Reston, VA,
- 2. Be employed in a secondary school that maintains its membership with NASC throughout the term of office,
- 3. Be the adviser or co adviser for the student council,
- 4. Be able to attend the national conferences in June of 2013 and 2014.

**Instructions:**

- 1. Read page 2 that outlines how to complete and send this PDF formatted application.
- 2. Please enter all information requested on this application, print at least 2 copies for backup, and then save the form to your computer. Only use this application form and the allotted space in each of the fields. Font and sizes have been pre-set.
- 3. Email two letters of recommendation to [sherrillj@nassp.org](mailto:sherrillj@nassp.org): Letters should be a maximum of one page each from [A] a current student council officer or member and [B] Your current school principal or administrator.

*\* No other information may be submitted with the application or at the interview.*

**Applicant Information**

**Adviser Name:** [First, MI, Last] \_\_\_\_\_

**Home Address:** \_\_\_\_\_

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

**Home Email:** \_\_\_\_\_

**School Email:** \_\_\_\_\_

**School Information**

**School Name:** \_\_\_\_\_

**School Address:** \_\_\_\_\_

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

**School Phone:** \_\_\_\_\_

**Principal Name:** \_\_\_\_\_

**NASC Member Affiliation Number:** \_\_\_\_\_

**Leadership Positions**

List the **most** important leadership positions you hold or have held within the past 5 years. Positions can be elected or appointed. Note the organization name where leadership position was performed and the level of that organization (local, state or national).

Organization Name:	Position	Held: Year(s)	Held:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Council Accomplishments/Activities**

Identify up to 5 significant activities [with outcomes] that your student council has sponsored in the past 2 years as part of its efforts to improve your school and community.

- Activity: \_\_\_\_\_
- Outcome: \_\_\_\_\_
- Activity: \_\_\_\_\_
- Outcome: \_\_\_\_\_
- Activity: \_\_\_\_\_
- Outcome: \_\_\_\_\_
- Activity: \_\_\_\_\_
- Outcome: \_\_\_\_\_
- Activity: \_\_\_\_\_
- Outcome: \_\_\_\_\_

**Community Service/Activities**

Identify the ways you have been engaged with NASC. Examples may include but are not limited to participation in NASC programs, contributions to *Leadership for Student Activities* magazine, etc.

<b>Activity:</b>	<b>Year:</b>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**Recognition and Awards**

List below your experiences, honors, or recognition received which support your application to be a member of the NASC Advisory Council.

<b>Honor Received:</b>	<b>Given by (Organization):</b>	<b>Yr Received:</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Essay**

Using only the space provided, please discuss why you are seeking the middle level adviser position on the NASC National Advisory Council.

## Required Acknowledgments

**Applicant Name:** \_\_\_\_\_

By checking this box, I acknowledge that I have read and understand the duties and obligations of an NASC National Advisory Council member and if selected will fulfill my commitment to the position.

**Principal Name:** \_\_\_\_\_

By checking this box I acknowledge that my principal has been made aware of the duties and obligations I will have as an NASC National Advisory Council member, and supports my application.

**State Director Name:** \_\_\_\_\_

By checking this box, I acknowledge that my state director is aware of my application and supports me as the official nominee from our state to seek a position on the NASC National Advisory Council. [State Directors may affirm the nominee's application by email to [sherrillj@nassp.org](mailto:sherrillj@nassp.org)]

**Date:** \_\_\_\_\_

### **Submitting Your Application:**

**The Deadline to submit your application is May 30, 2012.** Applications may be submitted in one of several ways. Do not fax applications to NASC.

**Preferred:** Use the "Submit Form" button to automatically send your application via email to NASC. Also email a copy to your State Student Council Director.

**Option 2:** Attach completed application file in emails to your State Student Council Director and NASC ([sherrillj@nassp.org](mailto:sherrillj@nassp.org))

**Option 3:** Print and scan completed application and email to your State Student Council Director and NASC ([sherrillj@nassp.org](mailto:sherrillj@nassp.org))

**Option 4:** Print and mail copies of your application to your State Student Council Director, and to NASC at:

NASC  
1904 Association Drive  
Reston, VA 20191  
Attn: Bonnie Reed