SoACE Board Nomination Application Preview

SoACE
SOUTHERN ASSOCIATION OF COLLEGES AND EMPLOYERS

connecting
Career Centers *to*
Corporate Recruiting

Everything you need to prepare your nomination application

Before You Begin:

connecting Career Centers to Corporate Recruiting

Introduction & Eligibility:

The Southern Association of Colleges and Employers (SoACE) is excited to announce the Call for Self-Nominations for the SoACE Board of Directors. Current SoACE members are invited to nominate themselves for leadership positions on the Board of Directors, with terms beginning July 1, 2027.

- Nominations Deadline: November 13, 2026

Applicants are strongly encouraged to have significant volunteer or committee experience within SoACE or a comparable association, although this is not required. **(SoACE membership is required)**

To complete your self-nomination, you will be asked to provide:

- Your contact information
- The Board position for which you are applying
- Responses to several application questions about your interest, qualifications, and involvement with SoACE and other professional organizations
- Years of SoACE membership
- Personal headshot
- A current resume
- **A letter of supervisory support (required)**

Please note: Your self-nomination is not considered complete until your letter of supervisory support has been uploaded.

Process & Committee

What happens next:

After the nomination deadline, the Nominations Committee will review all self-nominations and prepare a recommended slate of candidates for the SoACE Board of Directors.
The proposed slate will be presented to the Board for approval. Following Board approval, the slate will be shared with the membership during the Annual Business Meeting at the 2026 Conference.
Following the Annual Business Meeting, all voting-eligible members will receive an electronic ballot and voting instructions.

Nominations Committee:

The SoACE Nominations Committee for this cycle includes:

- Ralph Leal (Chair) – SoACE Past President, Texas A&M University–Kingsville
- Erica Betz – SoACE President, Vanderbilt University
- Tracy Austin – SoACE President-Elect, Clemson University
- Helen Powers - University of South Carolina
- Krystal Johnson – Virginia Tech

Positions & Contact Info.

Open Board positions:

We are currently accepting self-nominations for the following Board of Directors positions:

- President-Elect (3-Year Term: President-Elect, President, Past President)
- Director – Communications and Marketing (2-Year Term)
- Director – Professional Development (2-Year Term)
- Director – Targeted Knowledge Groups (2-Year Term)
- Director – Member Services (2-Year Term)

Contact information to provide:

- Name
- Employer
- Position title
- Email
- Phone number (office & cell)
- Years of SoACE membership

Qualifications

connecting Career Centers to Corporate Recruiting

You will be asked to complete the following sections using the prompts as a guide. Your responses will provide the Nominations Committee and Board with information about your qualifications and interest in serving on the SoACE Board. You will have the opportunity to complete another response field that will be shared on the election website after the slate has been approved by the Board.
To be reviewed by Nominations Committee and Board ONLY

Knowledge of SoACE:

1. In your own words, what is SoACE's mission and who does it serve?
2. Which SoACE programs, committees, prior board positions, and initiatives have you participated in and what impact did you observe?

Leadership Experience:

1. What is your familiarity with fiduciary responsibilities and board accountability?
2. Describe a time you helped lead a group (board, committee, KG, workplace).

Professional Expertise Relevant to Office:

1. What professional/technical expertise do you bring that is most relevant to this office?
2. Which experiences best prepared you for the responsibilities of this role?

Qualifications (cont.)

connecting Career Centers to Corporate Recruiting

Service Record & Member Engagement:

1. Summarize your SoACE involvement to date (committees, events, volunteering, mentoring, speaking).
2. If elected, how will you actively engage members who are currently less involved?

Communication Skills:

1. Describe your communication style.
2. Give an example of when you had to listen to opposing views and find common ground.

Motivation, Time Commitment & Availability:

1. Why are you seeking this office now and what do you hope to accomplish during the term?
2. What other obligations might compete with SoACE responsibilities, and how will you manage conflicts?

Integrity, Professional Conduct & Fit

1. What does it mean to “speak with one voice” as a board once a decision is made?
2. How do you respond to feedback or criticism from peers or members?

Qualifications (cont.)

connecting Career Centers to Corporate Recruiting

Overall Ability:

1. What are your top 3 strengths that will make you effective in this specific office?
2. What do you see as the biggest risk/opportunity facing SoACE and how would you address it?
3. Is there anything else you want the Nominations Committee and Board to know that demonstrates your readiness and fit for this role?

The following information will be shared on the election site so that members will be able to review your response before casting their votes.

1. Why are you interested in this Board Position?

Supporting Documents (to be uploaded on application):

- Supervisor Letter
- Resume (to be included on election website)
- Headshot (to be included on election website)

Because SoACE Board service requires a significant time commitment—often including meetings, preparation, and travel during business hours—a letter of support confirms that your supervisor/employer is aware of the obligation and will allow you the flexibility needed to serve on the SoACE Board. Please attach this letter communicating that you will be able to reliably meet attendance and workload expectations throughout the term should you prevail in an election.