

## ROCKY MOUNTAIN HARVARD UNIVERSITY CLUB NOMINATION FORM

To help the Nominating Committee better get to know the candidate and what the candidate may bring to a role as an officer, trustee or Steering Committee member of the Rocky Mountain Harvard University Club (the “Club”), we have prepared this Nomination Form for the nominator (which may also be the candidate) to include some basic information and thoughts about what you expect the candidate to contribute in such role.

We appreciate your willingness to nominate an individual to serve as an officer, trustee and/or Steering Committee member. This form is by no means intended to discourage that nomination in any way; lack of responses is by no means disqualifying and you should feel free to decline responding if you don’t know or are otherwise uncomfortable responding to any question. The information provided here will help us understand the candidate’s background as it relates to the Club and is not intended to imply that the candidate must be well experienced with managing or overseeing nonprofits or otherwise to be successfully nominated or elected. Rather, the responses are for informational purposes only and will be kept confidential by the Nominating Committee unless you otherwise authorize release.

Ideally, we are looking for nominees who are committed to the Club’s mission and serving its members; have relevant knowledge, expertise, and experiences that would benefit the Club; have time and availability; have demonstrated leadership potential; are of high moral and ethical character; have demonstrated honesty, integrity, civility and respect for the differences and dignity of others; would add a diversity of background, experience or other factors that would benefit Club deliberations; and would actively listen and meaningfully participate and contribute to the Club’s governance. To be a qualified candidate, the nominee must be a member of the Club in good standing.

If you have any questions about this form or anything at all relating to the nomination process, please don’t hesitate to reach out to a member of the Nominating Committee. We are happy to help in any way. Again, we appreciate your willingness to help out the Club!

RMHUC Nominating Committee

### NOMINATOR INFORMATION:

Name: \_\_\_\_\_ Tel.: \_\_\_\_\_ Email: \_\_\_\_\_

Preferred pronoun: \_\_\_\_\_ Harvard Affiliation: \_\_\_\_\_

Relationship to Candidate: \_\_\_\_\_

Has the candidate agreed to be considered as a nominee? (Y / N)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

**ROCKY MOUNTAIN HARVARD UNIVERSITY CLUB  
CANDIDATE INFORMATION**

**I. First, some basic information:**

Name of Candidate: \_\_\_\_\_ Preferred pronoun: \_\_\_\_\_

Position:     Trustee (Y / N)   Officer (Y / N)   Office: \_\_\_\_\_   Committee: \_\_\_\_\_

Harvard School(s): \_\_\_\_\_

Degree(s) / Graduation Year(s): \_\_\_\_\_

Other Harvard Connections: \_\_\_\_\_

\_\_\_\_\_

Contact Information (please indicate preferred method of contact; we will contact the candidate by email unless you indicate otherwise):

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

Telephone: \_\_\_\_\_

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

Employer Information (if known):

Employer Name  
(if self-employed/  
retired, so state): \_\_\_\_\_

Titles / Positions: \_\_\_\_\_

**II. Brief statement about your reasons for the nomination.**

Please describe why you nominated the candidate. You may want to (but by no means need to) include your thoughts and expectations about how the candidate may benefit the Club, including with respect to Club members and the broader community. You may also want to address the candidate's personal qualities, including moral and ethical character, respect for the differences and dignity of others, ability to listen and contribute in a team setting, ability to learn from and

develop into the role, and other personal qualities you think relevant. Please feel free to add additional pages (e.g. a C.V. or resumé) or a separate letter if desired.

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**III. Next, some information about the candidate's experience with the Club and other Harvard Clubs.**

Please briefly describe the candidate's experience with the Club, including any position(s) held and how long the candidate has been an active member.

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Has the candidate ever been a member of other Harvard clubs or the Harvard Alumni Association or other Harvard related organizations? If so, please provide details.

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**IV. Next, some information about the candidate's nonprofit and other experience.**

Please briefly describe the candidate's experience volunteering in organizations other than those affiliated with Harvard (for Harvard related experience, please describe in Part III above).

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What additional experience has the candidate had serving in leadership positions or positions relevant to service as an officer and/or trustee of the Club? (Consider including professional, community related and personal accomplishments or experiences.)

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What additional knowledge, expertise, and experiences would the candidate be able to contribute to the Club? (Feel free to include any demonstrated leadership potential and unique background or experiences that would be likely to add diversity and new perspectives to the Club's existing leadership.)

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Please evaluate (to the extent known) whether the candidate will have sufficient time and availability to actively contribute to the Club in the position for which the nomination is being made? (The Nominating Committee will address specific time commitment expectations directly with the candidate as part of the nomination process.)

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**V. Anything else you would like to add?**

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Once again, thank you!!!