



2018 CALL FOR CANDIDATES FOR THE 2019-2020 AIAS BOARD OF DIRECTORS

October 4, 2018

Dear AIAS Member,

This letter serves as the official Call for Candidates for the 2018 AIAS elections cycle. Enclosed, please find the necessary guidelines that will instruct and inform as you thoughtfully prepare your candidacy for the 2018 elections. Candidacy for the Board of Directors is open to all AIAS members from chapters in good standing. Whether you get elected or not, running for a board position is a highly rewarding process and a major learning experience. Your candidacy gives you a chance to build valuable experience in public speaking, consensus building, writing, and listening.

Elections are held annually in conjunction with AIAS FORUM. This year FORUM will take place in Seattle, WA from December 29th, 2018 to January 1st, 2019. Members interested in pursuing leadership positions within the organization have the opportunity to run for President, Vice President, Midwest Quadrant Director, Northeast Quadrant Director, South Quadrant Director, and West Quadrant Director. These positions will comprise the elected 2018-2019 AIAS Board of Directors.

Elections will follow the AIAS Rules of the Board and Bylaws, as well as the attached [Elections Guidelines](#) and the Elections Code of Ethics put forward in the attached document released October of 2018. In order to be considered a certified candidate the interested person must meet all eligibility requirements in the Bylaws and Rules of the Board as well as submit the following materials. All items must be submitted via email no later than 11:59pm Hawaii Standard Time (HST), Friday, November 16th, 2018. All documents should be in PDF form, combined into one single document not exceeding 3MB, and submitted by email to the Past President, Keshika De Saram, AIAS, Assoc. AIA, at PastPresident@aias.org.

- Letter of intent to run addressed to Keshika De Saram, AIAS, Assoc. AIA, Past President
- Resume or Curriculum Vitae (limit two pages)
- Letter of school support (limit one letter)
- Responses to Candidate Questionnaire
- Signed statement on the AIAS Policy on Intern Compensation
- Signed statement on AIAS Elections Code of Ethics
- Completed Contact Information Sheet
- One-page campaign flyer to be posted on AIAS website and social media as a part of your candidacy packet (no larger than 8.5"x11" must be .pdf format no larger than 3 MB)
- All documents should be compiled into a single file, in .PDF format
- Files should be titled "**LastName_Elections 2018.pdf**"

Upon receiving the required materials, each certified candidate will receive further instructions on the elections and campaigning process from the Past President. All certified candidates' submissions will be posted on the AIAS website and social media in advance of FORUM 2018 for other chapter leaders and members to review. The above candidate package materials will be one of the most important tools that your colleagues will use to evaluate each candidate's credentials.

The AIAS is an extremely successful organization because of the dedication and passion of its grassroots, student leadership. Being a part of the leadership of this organization at many levels and being connected to this grassroots network of leaders has been an incredible influence in my life and in my career. I strongly recommend running for the position you feel most qualified for. If you are interested in running as a certified



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candidate, please contact me prior to submission of materials so I can answer questions to all candidates equally. If you have any questions, please feel free to contact me at PastPresident@aias.org, or by text message at (701) 799-0273.

Respectfully,

A handwritten signature in black ink, appearing to read 'Keshika De Saram', with a long horizontal flourish extending to the right.

Keshika De Saram, AIAS, Assoc. AIA
Past President
American Institute of Architecture Students