

## 2019 CALL FOR CANDIDATES FOR THE 2020-2021 AIAS BOARD OF DIRECTORS

October 15, 2019

Dear AIAS Member,

This letter serves as the official Call for Candidates for the 2019 AIAS elections cycle. Enclosed, please find the necessary guidelines that will instruct and inform as you thoughtfully prepare your candidacy for the 2019 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 Toronto, ON from December 29<sup>th</sup>, 2019 to January 1<sup>st</sup>, 2020. 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 2019-2020 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 2019. 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 15<sup>th</sup>, 2019.** All documents should be in PDF form, combined into one single document not exceeding 3MB, and submitted by email to the Past President, Amelia Rosen, AIAS, Assoc. AIA, at [PastPresident@aias.org](mailto:PastPresident@aias.org).

- Letter of intent to run addressed to Amelia Rosen, AIAS, Assoc. AIA, Past President
- Resume or Curriculum Vitae (limit two pages)
- Letter of school support (limit one letter)
- Letter of peer support (limit one letter)
- **\*New to the 2019 AIAS Elections Cycle\***
- Responses to Candidate Questionnaire (limit three pages)
- Signed statement on the AIAS Policy on Intern Compensation
- Signed statement on AIAS Elections Code of Ethics
- Completed Contact Information Sheet
- (Optional) Campaign flyer/media item to be posted on AIAS website and social media as a part of your candidacy packet (no larger than 8.5"x11"; must be .jpg, .pdf, .gif, or .mov format no larger than 3 MB; **see elections guidelines for more details**)

**PLEASE NOTE:** There will be no printed campaign materials in the 2019 Elections. Only campaign materials submitted in tandem with candidacy packets will be shared on the AIAS website in advance of FORUM. All campaign materials, including those submitted after the candidate packet deadline, will be shared digitally during campaign activities throughout FORUM.



All of the above materials should be submitted as a single .PDF, with the exception of the (optional) Campaign flyer/media item. In addition, all candidates must submit a headshot to be published on the AIAS website and social media in tandem with your candidacy packet (must be .jpg format no larger than 3 MB; limit one image).

- Compiled Candidacy Files should be titled “**LastName\_Elections 2019.pdf**”
- (Optional) Campaign flyers/media items should be titled “**LastName\_Elections 2019\_Campaign Item**” and must be either **.jpg, .pdf, .gif, or .mov**
- Headshots should be titled “**LastName\_Elections 2019\_Headshot.jpg**”

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 2019 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 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 (310) 497-2921.

Respectfully yours,

A handwritten signature in black ink that reads "Amelia Rosen". The signature is fluid and cursive, with the first name being more prominent.

**Amelia Rosen**, AIAS, Assoc. AIA  
Past President  
American Institute of Architecture Students