



# Governing Council Nomination Form

The SNA Certificate and Credentialing Governing Council (Governing Council) requires the following information from all candidates who desire to be considered for an open position.

Please complete this form and return by **June 12, 2020 (Additional pages may be added if needed.)**

## Newly Credentialed School Nutrition Practitioner (2-year term commencing August 1, 2020, Credentialed since January 1, 2018)

*All levels of school nutrition professionals are encouraged to apply for the school nutrition practitioner position(s). The position is not restricted to school nutrition directors only. SNA members representing small, medium and large districts are encouraged to apply.*

_____ Name	_____ Job Title
_____ Credentials	_____ School District/State Agency/Organization
_____ Home Phone	_____ Address
_____ Cell Phone	_____ City/State/Zip
_____ Business Phone	_____ Preferred e-mail address
_____ District Enrollment <i>(if applicable)</i>	

**Please attach a bio and/or resume, and provide responses to the following questions on this form:**

- I. **Please indicate your current professional experience and other background from the areas listed below (check all that apply):**
- School Nutrition Practitioner (must be SNS Credentialed)
  - Registered Dietitian
  - State Agency
  - Institute of Child Nutrition Representative
  - School Administration Official
  - Industry Representative (must be SNS Credentialed)
  - USDA Representative
  - Educator
  - Other: \_\_\_\_\_

**II. What is your content/knowledge related to the nine areas covered in the SNS exam? Please select from the content/knowledge areas below and provide a summary of your expertise in the areas (check all that apply).**

- Facilities, Technology and Equipment Management
- Financial Management
- Food Production and Operation Management
- Food Security, Sanitation, and Safety
- Human Resource Management
- Communications and Marketing
- Menu and Nutrition Management
- Procurement and Inventory Management
- Program Management and Accountability

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**III. Please list all volunteer activities where you have participated in SNA nationally or at the state/chapter level (i.e. SNA Board position/committee/task force/SNS item writer)**

Area/Activity (i.e. Education committee)	Position (i.e. Regional Rep.)	Dates
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**IV. Please describe your skills that will enable you to make a strong contribution in the position for which you would like to be considered. (Should not exceed 100 words. May be written on separate sheet.)**

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**V. If applicable, please list any job-related and/or volunteer activities where you have been involved in the certificate and/or Credentialing field (i.e. exam item writer, test development, exam policy development)**

<b>Activity</b>	<b>Role</b>	<b><u>Dates</u></b>
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**Note:**

**Time Commitment**

All elected Governing Council members must attend all meetings called by the Chair. The Governing Council meets online via web-conferences, through conference calls, face-to face and onsite meetings, as often as necessary. Estimated time commitments are indicated in the position descriptions. Governing Council members are expected to participate in all appeals requests, item writing assignments, exam development and update.

**Conflict of Interest Policy**

- The Governing Council members are expected to recognize potential conflicts of interest and remove themselves from deliberations concerning institutions, programs, organizations, and individuals with which a conflict of interest may exist. A Governing Council member who is affiliated with a certificate or Credentialing applicant shall excuse him/herself from all deliberations regarding the applicant.

**Confidentiality and non-disclosure**

- Governing Council members, consultants, staff, and others shall maintain the confidentiality of all discussions, decisions, exam items, and actions.

To serve on the Governing Council, members must sign a consent form adhering to the confidentiality policy and non-disclosure agreement. If a question is raised as to the confidentiality of certain information, confidentiality will be determined by a vote of the Governing Council. The Governing Council can recommend removal of a member who fails to respect the confidentiality of information.

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**Signature**

**Date**

*All of the information on this form should be completed in order for the Governing Council to make an informed decision. Completed nomination forms, along with a bio and/or resume, must be emailed to [certsns@schoolnutrition.org](mailto:certsns@schoolnutrition.org) by June 12, 2020.*