

## ISTE Board of Directors nominations overview

This introduction to the work of the board contains resources that outline the board job description and code of conduct, an overview of ISTE's governance system, time commitments, schedule of board meetings and desired personal skills.

The ISTE Board of Directors provides the policy leadership and fiscal oversight for the organization. Serving on the board as a volunteer leader is a commitment of expertise and time that requires an understanding of board governance and the field of educational technology.

Throughout the selection process, the ballot selection committee will be screening for candidates who know ISTE and epitomize multiple groups within the ISTE community, such as ISTE Professional Learning Networks (PLNs), corporate partners, higher education, K-12, administrators and global members. In this way, the board intends to ensure that the voices and concerns of these groups, as well as others, are represented.

The ballot selection committee will present a slate of candidates for the election that will balance the skills and experience of present board members with those of prospective candidates to create the most effective ISTE board to address current strategic objectives.

Candidates who have been ISTE members for a minimum of three years prior to the election are eligible to apply for nomination.

### Desired characteristics for ISTE Board of Director applicants

The ISTE Board of Directors is seeking nominations from ISTE members with experience in the following areas:

- Board governance (the ISTE board is not the first board on which the candidate has served).
- Policy governance (desired).
- Public policy advocacy (at the local, state or federal levels).
- Financial management oversight (budget responsibility, fiscal accountability and investments).
- Strategic leadership.
- Innovative vision.
- International relations.

In addition to diversity and specific experience factors, we are looking for board members who exemplify strong communication, collaboration, personal characteristics or other experience desired by the ISTE board.

All applications to the ISTE Board of Directors must be submitted using the online nominations application. ISTE will accept only complete applications submitted by the deadline posted on the ISTE website in September. The application will include personal and demographic information, professional and board experience, photo, resume, short bio, written answers to questions and a short video.

If you are selected for the ballot, you will have an opportunity to review your ballot materials before they are posted on our website.

Before you begin your application, it is very important that you read and review the following materials:

- [Board member job description](#)
- [Governance overview](#)
- [Board Member Code of Conduct](#)
- [Conflict of Interest](#)

### **Campaigning**

For ISTE's purposes, campaigning is defined as “activities designed to increase a candidate's chance of being elected.” After much discussion and research, ISTE has determined that campaigning would bring more visibility to the board election process, result in greater involvement of ISTE membership in the election process and help bring in talented leadership to serve.

Candidates are encouraged to campaign for the ISTE board within certain parameters, as outlined in the Guidelines on Campaigning and Communications, that will be shared in full with the final slate of candidates. In addition to having a written and video statement appear on the ISTE website, candidates are welcome to campaign in ways that promote an atmosphere of friendly competition and respect for the election process.

### **ISTE board member annual time commitment**

The following calculations are based on typical ISTE board member service. The time commitment expectations for a regular/non-officer/committee chair board member who attends all four face-to-face meetings include:

<b>Activity</b>	<b>Hours</b>	<b>Frequency per year</b>	<b>Estimated annual total hours</b>
Committee prep/meetings	2 hours/month	12 months	24 hours
Board meetings	16 hours	4 per year	64 hours per year
Special meetings	1 hour	As needed	1-3 hours per year
Review monitoring reports and board nominations			15 hours/year
ISTE annual conference	10 hours/day	5 days	50 hours

**Total: Approximately 160 hours per year**

## Schedule of board meetings

### 2020

September 9-11: Virtual  
December 9-11: Virtual

### 2021

February 26-27: Portland, OR  
June 24-25: San Antonio, TX  
September 10-11: New Orleans, LA  
December 3-4: Arlington, VA

### 2022

February 25-26: Portland, OR  
June 23 - 24: New Orleans, LA  
September 9 - 10: TBD  
December 2 - 3: Arlington, VA

### 2023

February 24-25: Portland, OR  
June 23-24: TBD  
Sept 8-9: TBD  
Dec 1-2: Arlington, VA

*Dates and locations subject to change.*