



# 2024 Board of Directors Election Application Details

The Sister Cities International (SCI) Board of Directors is elected by its voting members. The election will be held virtually with electronic voting. The results of the election will be announced at the SCI Annual Business Meeting scheduled for Friday, July 19, 2024, in Tacoma (Washington). More information on the election, as well as service on the Board of Directors can be found in the FAQ section. Sister Cities International is committed to the values of Diversity, Equity, and Inclusion in our organization at all levels.

Eight (8) at-large board positions will be filled by election. Seven (7) at-large positions are for full three-year terms (2024-2027). One (1) at-large position is for a one-year term.

Candidates seeking these positions must agree to all requirements listed in the Board application. If elected, you must attend the four leadership meetings annually. Board members are required to make a meaningful Global Leaders Circle contribution of a minimum of \$2,500 for each calendar year (or portion of a calendar year) they serve on the Board of Directors. Board Member Global Leader Circle contributions are expected during the first quarter of each calendar year unless special arrangements are pre-approved by the Chair.

It is the policy of the SCI Board of Directors that each candidate applying for the above positions, including current Directors running for second terms, must submit their application materials and all supplementals **by 11:59 p.m. Pacific Time on Monday, April 29th** to Kerri Carter at [kcarter@sistercities.org](mailto:kcarter@sistercities.org). Applications received after this date and time will not be considered.

The application materials to be submitted include:

1. Application – to be completed, signed, and scanned. [*submit as .pdf*]
2. Narrative Portion – submit answers to the following in Word format with your application materials. All narrative answers will be reproduced in each candidate’s profile on the SCI website and in other election materials provided to voting members. Please take note of all word count limits throughout the application. If an applicant exceeds the desired word count, Sister Cities International may edit your response to meet the requirements. [*submit as .docx*]
  - a) A brief biographical description, including relevant experience in your sister city program or other organizations (up to 250 words).
  - b) A statement of why you want to run for the Board of Directors (up to 200 words).
  - c) The major skills and assets that you will bring to the Board (up to 75 words).
3. Headshot/Photograph – for use on election materials and ballot. [*submit as .jpeg or .png*]
4. Letter of Support – from an elected official or representative of a local sister city program (Board Chair/President/Committee Head). If you have questions about recommender’s eligibility, please contact Kerri Carter at [kcarter@sistercities.org](mailto:kcarter@sistercities.org). [*submit as a .pdf (max size, 1MB)*]

All candidates will receive electronic confirmation of their applications within two days of receipt. If you do not receive confirmation within two days, please contact Kerri Carter at [kcarter@sistercities.org](mailto:kcarter@sistercities.org) or call 202-347-8635 or 202-347-8630.

Please be sure to review the FAQ for Board applicants, available online [here](#).