



**Alexandria Country Day School
Board of Trustees
Confidential Candidate Nomination Form**

Notes for the trustee making this recommendation:

- The Committee on Trustees compiles and maintains a **Nominee List** of potential trustees.
- Please **DO** request the person’s permission to recommend him or her as a **Candidate** for membership. Evaluate his or her ability and willingness to serve. Remember, at this point, your recommendation is considered exploratory and there is no assurance that the **Candidate** will receive an invitation to join the Board.
- When a **Candidate’s** name is placed on the **Nomination List**, the COT will seek approval in writing from the **Candidate** as to their willingness to serve and secures a vita/resume from them.
- All information concerning potential **Nominees** for the Board of Trustees is **CONFIDENTIAL**.
- When considering a **Candidate**, please keep in mind the commitment to Financial Support as outlined in the Board of Trustees job description:
 - Trustees must set a leadership example by their yearly donations and work towards board-sponsored fundraising goals.
 - Trustees are asked to make ACDS one of their top three philanthropic priorities during their Board tenure.
 - All Trustees should keep in mind that the school’s existence and future growth depends upon contributions from private individuals, corporations, and foundations.

Name of Recommended Candidate: _____

Occupation: _____

Current Country Day Parent:	Yes	No	I do not know
Country Day Alum:	Yes	No	I do not know

Married? _____ Spouse’s Name: _____

Children: _____

Name	Age	Grade
Name	Age	Grade
Name	Age	Grade

1. Describe the Candidate's current relationship to you as well as to the school.

2. What expectation do you have for how this Candidate's involvement will enhance the school in general? Are there specific skills the Candidate possesses that will enhance the school's recruitment, retention or fundraising success?

3. How will the Board evaluate this Candidate's effectiveness as a Board member?

4. What reason do you have to think this Candidate will achieve these objectives? Has the Candidate distinguished herself/himself through service to the school or some other comparable organization?

Recommended by: _____ Date _____
Board of Trustees Member Signature

Return this form to Bill Bridges, Head of School