



Board Director Information Brief Non-College-Affiliated Board Director

About the Organization

Colleges That Change Lives, Inc. (CTCL) is a 501 (c) (3) non-profit, charitable organization dedicated to the advancement and support of a student-centered college search process. We support the goal of each student finding a college that develops a lifelong love of learning and provides the foundation for a successful and fulfilling life beyond college. To this end, CTCL presents accurate information about college accessibility for students, parents and counselors at virtual information sessions and in-person college programs and provides college counseling information and resources through the CTCL website and other outreach efforts.

About the Board of Directors

Serving on the CTCL, Inc. Board of Directors is a voluntary (non-paid) position and the term of service is three years. Board Directors are either admission officers from CTCL member institutions or non-college-affiliated college admission professionals who work with students or programs related to college admission counseling. Eleven Board Directors support the work of the organization and the contracted Executive Director.

Meeting Cadence

The Board meets in person (or virtually as circumstances dictate) three times per year:

- Winter (usually January): two-day meeting, location varies
- Summer (usually June): two-day meeting, location varies
- Fall (usually September): one-day meeting in conjunction with the annual NACAC conference

Attendance at all three meetings is required. Other meetings may be conducted by conference call, and Board Directors must be willing and able to communicate regularly with the Executive Director and other Board Directors.

The individual Board Director is responsible for travel costs related to attending meetings and must agree to such a fiduciary commitment. Travel stipends up to \$500 are available to support the non-college affiliated/high school counselor members when needed. On-site meals and hotel accommodations are provided and funded by CTCL for the winter and summer meetings.

Committee Service

Board Directors are generally appointed to serve on one of three committees, dependent on the needs of the organization: Tours, Marketing, or Membership/Outreach/Nomination. Committees outside of the regularly scheduled board meetings. This Board Director will serve on the Membership/Outreach/Nomination committee.

Experience and Attributes

Board Directors shall ideally possess the following attributes and experiences:

- An understanding of the CTCL mission through prior interaction with the CTCL college membership and/or programs
- At least five years of professional experience including active engagement within the college admission profession
- Significant understanding of the college counseling and admissions landscapes and a strong professional network of college admission counseling professionals from a wide cross-section of secondary and post-secondary institutions.
- Fundraising, grant writing, and work with nonprofits (highly desirable)

In the 2022 - 2025 Board cycle, the Board is particularly interested in candidates who have a keen understanding of and experience with DEI issues in college admission and/or direct experience working with diverse student populations. Candidates with experience partnering with community-based organizations (CBOs) are also encouraged to apply.

Application Process

We invite you to consider the responsibilities and qualifications for serving on the Board of Directors of CTCL, Inc. and to submit your own letter of interest and/or nominate others for the **one** open position. All candidates for the CTCL Board of Directors must submit a curriculum vitae or résumé and letter of interest addressing the requirements listed above as well as any other qualities or experiences they believe will be useful in serving in this capacity.

Nominations, letters of interest, and CVs/résumés must be submitted electronically to Ann Marano at ann.marano@ctcl.org no later than May 27, 2022. At the June 2022 meeting, the current Board of Directors will review all candidates and their submitted materials and select, by vote, one candidate to join the Board with a term beginning in January 2023.

For more details about the responsibilities in this role, we encourage you to contact Ann Marano, CTCL Executive Director, at ann.marano@ctcl.org, or any of the current Board members.

Crys Latham, Board Chair
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Lydia Mann
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