*Do you want to advance the field of museum education and connect with peers, both nationally and internationally? Consider joining the Museum Education Roundtable Board of Directors!*

**2016 Call for Nominations – MER Board of Directors**

The Museum Education Roundtable (MER) is seeking nominations of qualified professionals for election to the MER Board of Directors. MER is one of the longest-standing nonprofit organizations championing museums as fundamentally educational institutions and helping professionalize museum education. Our lead product, the Journal of Museum Education (JME), is the only professional, peer-reviewed journal for the field. Through the JME and related programs and networking, we advance the museum field by promoting scholarship, dialogue, and community related to critical issues in museum education. This is an exciting time in MER’s evolution, as we celebrate 40 years of JME publication, move to a new publisher, leverage our content in new ways, continue building a virtual community, and benefit from a healthy board and sound financial position.

MER seeks committed and talented people from diverse disciplines for this working board. Self-nominations are welcome.

Board members are asked to serve a three-year term (October 2016 - September 2019). An additional one to three more years is possible for a second term. MER will provide a board member orientation via conference call. All new board members are asked to attend the 2016 Board Retreat in Washington, DC on August 7 & 8. Typically, the annual board retreat is two days. The annual board retreat location alternates between Washington, D.C. and another city each year. All other board meetings are conducted via conference call on a quarterly basis.

In addition to attendance, in-person, at the annual board retreat, and via phone at quarterly board meetings, board members are asked to participate in at least two roles, serving on one of three action teams and as a board officer, a liaison, or a task force member. All related meetings are conducted via conference call and supported by online file sharing using Proofhub. In general, there is a time commitment of a few hours per week throughout the year.

Nominees must be members of MER before they are selected as a candidate. Nominees (or their institutions) must be willing to bear the cost of board participation – MER does not reimburse personal expenses incurred as a board member.

Your nominations (or self nomination) must include the name, title, and contact information of the nominee and a brief paragraph describing the nominee’s interest and qualifications. The nominee must also fill out an application, indicating the desire and time to actively serve. Applications are available on the MER website [www.museumeducation.info](http://museumeducation.info) or by emailing the MER Nominations Task Force Co-Chair.

Nomination applications must be received via email by **March 31, 2016**.

Lexie Carlson, MER Nominations Task Force Co-Chair

Program Manager, Teacher Institute

Exploratorium

lcarlson@exploratorium.edu

**PERSONAL INFORMATION**

NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 First Middle Initial Last

ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Street City State Zip

PHONE: (Wk)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Cell)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Hm)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-MAIL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**LETTER OF INTEREST AND RESUME**

Please provide a written letter of interest and resume. Specifically address why you would like to join MER’s Board of Directors, including what you would like to attain from your participation on the Board and what you can best contribute to MER’s strategic questions:

1. How can you advance diversity and inclusion within MER and the museum field?
2. How can you continue to strengthen and further leverage the content of the JME?
3. How can you more deeply engage with and serve MER members and the broader JME readership?
4. How can you help MER better convey its brand and promote its activities and membership?

**SELECTION PROCESS**

*All applications will be reviewed and considered by the MER Board Nominations Task Force. Final MER board member selection is determined by a majority Board vote at the May 2016 meeting.*

If you are selected, you agree that you can actively participate in scheduled board and committee meetings (including the annual August retreat), assisting with various tasks, for a three-year term.

MER Board Members are required to maintain membership and contribute at a level meaningful to each individual (we currently have and would like to maintain 100% Board donation). If selected, will you be able to fulfill this commitment?

Yes No

If you are selected, do you have the support (financial and/or otherwise) from your institution or your own means to be an active MER Board member fulfilling your commitments?

Yes No

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please submit *application, nomination letter, & resume* **no later than March 31, 2016** to:

Lexie Carlson

MER Nominations Task Force Co-Chair

lcarlson@exploratorium.edu