



Scholarship Selection Committee General Member

The Scholarship Selection Committee will oversee the evaluation and selection process for NACA Foundation Scholarships.

Key Competencies: Policy Knowledge Development and Management

Specific Responsibilities:

- Reviews and scores all scholarship submissions based on a provided rubric.
- Assesses and develops recommendations to continuously offer an equitable selection process.
- Educates NACA members on scholarship opportunities, encouraging their submissions.
- Additional responsibilities as assigned and agreed upon with volunteer supervisor and/or NACA office staff liaison.

Qualifications/Expectations:

- Knowledge and understanding of the NACA Foundation and its scholarships.
- General members must be students, undergraduate or graduate, part-time employees, or full time professionals at a NACA member institution.
- Support NACA programs through attendance whenever possible.
 - *While there are benefits to on-site participation, NACA recognizes it is not always financially feasible.*
- You are encouraged to speak with a supervisor about professional opportunities presented by volunteering with NACA, such as professional and personal growth, and possible financial support.
- If the volunteer changes jobs during the position term, the NACA Volunteer Development Specialist must be informed of this change within two weeks.
 - *The new school must also be a NACA member. If not a member school, the school must join as a member within 30 days of hiring.*

Association Support:

- Access to Google Drives
- Access to judging rubric
- NACA Office Liaison: Meeting and Events Coordinator

Term of Service/Time Commitment: 2 years, May 1 – April 30

- Approximately two to three hours a month, including independent work.
 - *Time commitment is dependent upon the quantity of scholarship submissions and their deadlines.*

Competencies:

- Professional Development
- Policy Knowledge, Development, and Management
- Fiscal Management