



Leadership Fellow

Fellows will be new professional members from underrepresented populations within the NACA membership. The program is designed to allow participants to participate in professional development, experience mentorship, strengthen their network, and become familiar with NACA governance, programs and opportunities.

Specific Responsibilities:

- Participate in regular conference calls with the Leadership Fellows Coordinator and other fellows.
- Communicate at least monthly with the assigned Leadership Fellow Mentor.
 - Attend a location conference or NACA Live and present at least one educational session.
- Contribute to the planning of NACA Live® in support roles.
 - Assist with initiative facilitation onsite of at least 2 initiatives.
 - Includes but is not limited to full team calls and functional area calls.
 - This experience will provide an opportunity to explore the behind the scenes work that goes into preparing for a national convention.
- Write an article for Campus Activities Programming Magazine.
- Additional responsibilities as assigned and agreed upon with volunteer supervisor and/or NACA staff.

Qualifications/Expectations:

- Must be full-time professional staff who has been in the field three years or less.
 - Fellows must be a member of an underrepresented population (e.g., Gender, Sexual Orientation, Ability, Race, Ethnicity, Age, etc.). NACA institutional membership is required.
- Supports NACA programs through attendance whenever possible.
- You are encouraged to speak with a supervisor regarding opportunities presented by volunteering with NACA, as well as possible support required.
 - Support may refer to funds to attend NACA events and time during the workday to participate in virtual meetings/educational programs.
- If the volunteer changes jobs during the position's 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 NACA Google Drives
- Will receive registration waiver for NACA® Live or a regional conference.

Term of Service/Time Commitment: June 1 - Nov 30 of the following year.

- Approximately two hours a week, including Leadership Fellow and mentor meetings.

NACA Office Liaison: Volunteer Development Specialist

Competencies:

- Relationship Development
- Networking and Business Relationships
- Policy Knowledge Development and Management
- Event Support
- Cultivating a Sense of Belonging