

Prospective Member Information Form – NU Chapter

Sponsor: Please supply **known** information of the prospective member you will be presenting to the chapter membership at the FALL general meeting.

DKG Prospect Information: _____ Employed _____ Retired

NAME: _____ SPONSOR: _____

ADDRESS: _____

PHONE: _____ EMAIL: _____

POSITION: _____ EMPLOYER: _____
(Current/before retirement) (Current/before retirement)

CANDIDATES PROFESSIONAL QUALIFICATIONS:

1) Educational Background (If known, degrees held, additional course work and/or training)

2) Professional Experience

3) Check all that apply to the prospective candidate:

- _____ Educator has had professional preparation
- _____ Educator has exhibited potential for leadership roles
- _____ Educator is employed or resides in the chapter area

Educator displays professional proficiency with many of the following characteristics:

- _____ Shows dedication to professional excellence
- _____ Approaches educational responsibilities with enthusiasm
- _____ Exhibits expertise in educational responsibilities
- _____ Shares professional expertise with colleagues
- _____ Collaborates to accomplish mutual goals
- _____ Solves problems in a focused and effective manner
- _____ Participates actively in professional groups/organization
- _____ Displays interest in professional growth through workshops, graduate study, educational travel
- _____ Communicates well with students, parents, administrators
- _____ Participates in professional innovations
- _____ Is involved in community activities

PLEASE RETURN THIS SHEET TO THE MEMBERSHIP CHAIR AT CONCLUSION OF FALL GENERAL MEETING

A. Identify Leading Women Educators

1. "An active member shall be a woman who is or has been employed as a professional educator at the time of her election. An active member shall participate in the activities of the Society."
(DKG Constitution III B 2018)
2. "Chapters continue to have full authority when deciding whom to invite to membership. The new rule includes no requirement for amount of service as a professional educator in advance of the invitation, nor does it eliminate retired educators from the pool of eligible candidates."
(III B Implication)
3. Selection for membership should include women who exhibit enthusiasm, outstanding teaching ability, collaboration with their colleagues, good communication skills, accept responsibilities and leadership roles.

B. Recommendation for Membership

1. A **Prospective Member Information Form** will be sent electronically to each chapter member before the first FALL meeting. The Form can be used by the sponsors to present the name(s) and qualifications of their prospective candidates to the membership at the FALL meeting. The completed form should be submitted to the Membership Chair at the conclusion of that meeting.

Feel free to contact the Membership Chair or any Executive Board member before the meeting if you have any questions about the process or wish to discuss your candidate beforehand.

C. Chapter Voting

1. A paper ballot vote will be taken at the end of the presentation of candidates. Any "NO" voters need to contact the Membership Chair within one week to discuss their concerns.
2. The Membership Chair will report her findings and result of the vote to the Executive Board for the determination/creation of a list of candidates.

D. Invitation to Membership

1. A formal invitation to join Delta Kappa Gamma International, DKG NJ, Nu Chapter will be mailed along with an invitation to attend an Orientation Meeting.

E. Orientation

1. A social meeting has been established in November for the purposes of "meeting, greeting and learning more about" all aspects of the Society.
2. At the end of this meeting, candidates can decide to accept/decline the invitation.
3. Chapter Membership Application and Biographical Data Sheet must be completed by candidate(s) and returned to the Membership Chair.
4. Paperwork will be submitted to the DKG NJ State Membership Chair by February 1 deadline.

F. Inductee's Tea

1. Upon acceptance of the invitation to join, a new invitation will be sent for the Tea in February.
2. A fee of \$10 is due along with New Member Form to the chapter Treasurer for submission to DKG NJ and International.

G. DKG NJ Convention

1. Inductee(s) are strongly encouraged to attend the NJ State Convention and participate in the impressive, formal induction ceremony.