IDEC Executive Board Application Form

AAMVA is seeking to fill a vacancy on the International Driver Examiner Certification (IDEC) Executive Board with a jurisdiction member. Applicants need to come from an IDEC accredited jurisdiction, have a wide range of experience in the driver license training process, testing and conducting driver licensing exams, and be available to be the liaison between the AAMVA member jurisdictions in their particular region.

Members serve a three-year term.

**PURPOSE**

The IDEC Executive Board directs and supervises the affairs and publications of the IDEC program, including maintaining and distributing new and revised IDEC materials to AAMVA members which includes both commercial, non-commercial and motorcycle examiner testing materials. It also accredits jurisdictions and certifies the individual jurisdiction examiners.

After reviewing the required qualifications below, please complete this form if you are qualified and interested in serving on the IDEC Executive Board.

**APPLICANT INFORMATION**

|  |  |  |
| --- | --- | --- |
| Name | Click here to enter text. | |
| Title or Rank | Click here to enter text. | |
| Agency or Organization | Click here to enter text. | |
| Name of Organizational Unit Within Agency | Click here to enter text. | |
| Street Address | Click here to enter text. | |
| City, Jurisdiction, Postal Code | Click here to enter text. | |
| Work Phone Click here to enter text. | | Email Address Click here to enter text. |

**APPLICANT QUALIFICATIONS**

**I have experience in the following accreditation and examiner certification procedures (check all that apply):**

The core examiner curriculum

Examiner training programs conducted by jurisdictions

Regional training programs conducted for certification purposes

Examinations and scoring levels used in the certification process

Driver examiner eligibility requirements

The program accreditation approval process

Examiner de-certification and the appeal process

Marketing and promotional strategies

**APPLICANT RESUME**

**Please provide a brief resume below or attach a separate file (limit to 500 words)**

Click here to enter text.

**APPLICANT EXPECTATIONS**

Applicants chosen to be a member of the Board must be willing to travel. It is anticipated that there will be both virtual meetings and in-person meetings during FY 2024. Board members are required to attend and actively participate in all meetings/calls, assist in all activities, and be the liaison between the AAMVA member jurisdictions on driver examiner training related issues.

**AGREEMENT AND SIGNATURE**

As applicant, I affirm that I meet the qualifications and am willing to serve if selected.

|  |  |  |
| --- | --- | --- |
| Applicant Name (printed) | Click here to enter text. | |
| Applicant Signature | Click here to enter text. | Date: Click here to enter text. |

As supervisor, I authorize this applicant to serve if selected and I understand and support the applicant traveling to Board meetings and select AAMVA conferences. And as much as possible, to other conferences and meetings as needed to represent the Executive Board.

|  |  |  |
| --- | --- | --- |
| Supervisor Name (printed) | Click here to enter text. | |
| Supervisor Signature | Click here to enter text. | Date: Click here to enter text. |

As chief administrator, I authorize this applicant to serve if selected and I understand and support the applicant traveling to Board meetings and select AAMVA conferences. And as much as possible, to other conferences and meetings as needed to represent the Executive Board.

|  |  |  |
| --- | --- | --- |
| Administrator Name (printed) | Click here to enter text. | |
| Administrator Signature | Click here to enter text. | Date: Click here to enter text. |

**OUR POLICY**

It is the policy that all applicants must obtain the permission of their supervisor and chief administrator prior to submitting the application. **INCOMPLETE APPLICATIONS or APPLICATIONS NOT INCLUDING A SIGNATURE OR ACCOMPANYING AUTHORIZATION WILL NOT BE ACCEPTED.** *Electronic signatures are acceptable.*

**Please return the application to Member Services at** [**committees@aamva.org**](mailto:committees@aamva.org)**. If you have any questions, please contact Denise Hanchulak (**[**dhanchulak@aamva.org**](mailto:dhanchulak@aamva.org)**).**