

NOMINATIONS FORM

ANSI Energy Efficiency Standardization Coordination Collaborative (EESCC) Working Group Co-chairs

Please return completed form and required documentation* by **October 5, 2012**, to eesc@ansi.org:

*** All nominations must be accompanied by:**

- Letter of Corporate Support
- Biographical Statement

Note: Organizational membership in the EESCC is a prerequisite for serving as working group co-chair.

The American National Standards Institute (ANSI) is accepting nominations of qualified candidates for working group co-chairs and other leadership opportunities within the Energy Efficiency Standardization Coordination Collaborative (EESCC) to help lead the development of the EESCC roadmap and compendium. The working group co-chairs will also serve on the EESCC steering committee and provide overall planning and strategic direction for the EESCC and its deliverables.

The contributions of the working group co-chairs will be acknowledged and given recognition in the standardization roadmap and other relevant deliverables, as appropriate.

All submissions will be reviewed by a nominations committee comprised of ANSI staff and the EESCC co-chairs, with two (2) co-chairs maximum to be selected for each working group area.

Summary of Roles and Responsibilities

Candidates must demonstrate expertise in the working group's area of focus, have proven experience building consensus among diverse stakeholder interests, demonstrate knowledge of the U.S. standards and conformity assessment system, and be able to meet the time requirements of the position.

Working Group Co-chair Roles

- Convene and preside over working group meetings and conference calls
- Provide leadership and management to achieve working group objectives and target dates
- Help identify issue leaders to develop and write roadmap
- Assist in developing their working group's section of the roadmap
- Serve on the EESCC steering committee and make periodic reports on progress

Qualifications of Working Group Co-chairs

- Demonstrated expertise in the working group's area of focus and the energy efficiency field
- Experience in building consensus among diverse stakeholder interests
- Effective leadership and strong project management skills
- Excellent verbal and written communications skills
- Knowledge of the U.S. standards and conformity assessment system

Reply requested by **October 5, 2012**

Respond to jzabinski@ansi.org, eesc@ansi.org, or via fax: **212.398.0023**

Estimated Time Requirements

It is anticipated that most working group meetings will take place via teleconference; however, face-to-face meetings may occasionally be needed.

➤ **Project Management**

Working Group Conference Calls: estimated biweekly
ANSI staff Interface: as necessary
Roadmap development: ongoing through completion

➤ **Steering Committee Meetings**

Frequency: Quarterly meetings (two anticipated to be held in conjunction with Plenary)
Location: Normally in the Washington, DC metro area
Duration: 1/2 - 1 day (plus meeting prep time and follow-up)
Potential for additional teleconferences as needed

➤ **Plenary Meetings**

Frequency: 2 meetings annually
Location: Normally in the Washington, DC, metro area
Duration: 1- 1 1/2 days

Nominee	
Name	
Title	
Organization/Company	
Select Working Group	
Address	
Telephone	
Fax	
E-mail	

Nominated by	
Name	
Title	
Organization/Company	
Address	
Telephone	
E-mail	

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