

# COLLEGE OF EDUCATION STAFF ADVISORY COUNCIL (CoE SAC) MEMBERSHIP APPLICATION

**Our mission:** Foster an inclusive environment; provide a voice for CoE staff; act as liaison between University and College leadership and CoE staff.  
**Our vision:** Strengthen staff relations and increase networking opportunities; support, encourage and cultivate professional growth and development; engage in collegial discussions and collaborations.

Applicant name: \_\_\_\_\_ Department: \_\_\_\_\_ Phone: \_\_\_\_\_

Job title: \_\_\_\_\_ Office address: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Please complete the following questions (attach an additional sheet if more space is needed):**

1. Please explain your interest in serving on the CoE SAC.
2. What qualities, skills, and/or special interests would you bring to CoE SAC?

**Please read and complete this section before submitting your application:**

- I have read the CoE SAC guidelines. (Link to guidelines)
- I understand that membership is a 2 year term.
- I understand that real time is involved in being a member of the CoE SAC and that this time is considered to be Penn State work time. The time commitment for a member is estimated to be 4 hours per month on average. Additional time is required for those in leadership positions.

**I understand and agree to the commitments listed above.**

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

## SUPERVISOR AGREEMENT

A member of your staff has applied for membership on the College of Education Staff Advisory Council (CoE SAC). Members of CoE SAC provide a needed voice for staff, seeking out opportunities and addressing challenges. Your support and understanding is a vital part of the success of the organization.

- I understand that membership is a 2 year term.
- I understand the time commitment described above.

**I support this applicant's involvement in the CoE SAC and would consider such activity as official University business.**

Supervisor's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Dept. Head's signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

**Please send this completed form to CoE Human Resources**

*Penn State is committed to affirmative action, equal opportunity, and the diversity of its workforce.*



Penn State is an equal opportunity, affirmative action employer, and is committed to providing employment opportunities to all qualified applicants without regard to race, color, religion, age, sex, sexual orientation, gender identity, national origin, disability or protected veteran status. U.Ed. EDU 19-130