

# National Child Passenger Safety Board 2007 Membership Candidate Application

## National Child Passenger Safety Board 2007 Membership Candidate Application and Instructions

June 15, 2007

The National Child Passenger Safety Board has been established to provide program direction and technical guidance to states, communities and organizations as a means to maintain a credible, standardized child passenger training and certification program. The Board's mission is to maintain the quality and integrity of the National Child Passenger Safety Certification Training Program (NCPSCPT). This program is used to train and certify child passenger safety (CPS) technicians and instructors. The Board works collaboratively with the National Highway Traffic Safety Administration (NHTSA), which has the ultimate authority over the curriculum, and with the Certifying Body, Safe Kids Worldwide, which has ultimate authority over the certification and re-certification processes.

### Board Membership

The Board consists of 21 members — 10 who are appointed by their organization and 11 who are selected through the open application process. It is not necessary to be a certified technician to be a member of the Board. Appointments are three-year terms.

### Roles and Responsibilities of National CPS Board Members:

As a Board member you are required to:

- Participate in up to four, two-day meetings per year.
- Serve on approximately three committees.
- Work on committee and other Board activities between meetings.

The total time commitment varies depending upon position on the Board and committee assignments. For more specific information, contact Deborah Trombley at [trombled@nsc.org](mailto:trombled@nsc.org)

As Board membership is voluntary, there is no compensation and members are responsible for their own travel expenses. Limited funds may be available for the CPS Advocate positions.

### Instructions for completing the attached Application Form:

1. **The completed application and a copy of your resume, along with five copies of the application and resume, must be received by 5:00 p.m. CDT, July 31, 2007.** Refer to the end of the Application Form for instructions.
2. Applicants are encouraged to apply for more than one position, if appropriate. If you are applying for more than one position, complete a separate Application Form for each position. *Please note: Although multiple positions can be applied for, selected candidates would represent one category only.*
3. You need to return all pages of the Application Form. You may attach additional pages as needed.
4. **If you are representing an organization, the organization's Executive Director, Chief Executive Officer or a representative who has the authority to approve your time and travel expenses, must sign the Application Form.**
5. **Incomplete applications will not be considered.**

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## 2007 Membership Candidate Application

**Please complete the following information:**

Name: \_\_\_\_\_

Job title: \_\_\_\_\_

Organization/Agency: \_\_\_\_\_

Work Address: \_\_\_\_\_

Work Phone: (    ) \_\_\_\_\_ Work Fax: (    ) \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Phone: (    ) \_\_\_\_\_ E-Mail: \_\_\_\_\_

Are you a CPS Instructor or Technician?  No  Yes - Technician/Instructor #: \_\_\_\_\_

*(Note: Certification is not required for Board membership, but non-certification may limit participation on certain committees, i.e. curriculum committee.)*

If you are selected to be a Board member will you be able to commit to the required time as outlined in the Application Instructions?

Yes  No

Briefly describe your sponsoring organization's purpose and its involvement with child passenger safety.

Briefly describe your role within (or affiliation with) the organization?

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Please discuss why you would like to become a member of the Board.

Give three examples of how your skills, knowledge, and/or expertise will assist the Board in carrying out its purpose.

- 1.
- 2.
- 3.

Briefly explain how you will utilize your network to seek feedback from and give information to the community you represent (i.e., emergency services, diversity, nursing)?

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Please provide the following information for two professional references. Your state CPS coordinator will automatically serve as a third reference.

**Reference #1:**

Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_

**Reference #2:**

Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_

**TO BE COMPLETED BY APPLICANT'S SUPERVISOR or SPONSORING ORGANIZATION'S CEO/EXECUTIVE DIRECTOR**

I understand that Board membership is voluntary, there is no compensation, and members are responsible for their own travel expenses. I have discussed with the applicant how their time and travel expenses will be compensated should s/he be elected to the National Child Passenger Safety Board.

\_\_\_\_\_

Printed Name

\_\_\_\_\_

Signature

\_\_\_\_\_

Title

\_\_\_\_\_

Date

The information provided on this application is complete and accurate:

Printed Name of Applicant \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

If you need additional information, contact Deborah Trombley at [trombled@nsc.org](mailto:trombled@nsc.org).

# National Child Passenger Safety Board 2007 Membership Candidate Application

At this time the National Child Passenger Safety Board is seeking applicants for the following positions: At-Large (1), Child Passenger Safety Advocate (1), Diversity (1), Injury Prevention (1) and Law Enforcement (1). Selected applicants will begin their Board service with the first Board meeting of 2008, currently scheduled on January 31-February 1, 2008.

**Please put a check mark next to the position for which you are applying.** *If you wish to apply for more than one category, use a separate Application Form for each position.*

POSITION AND REQUIREMENTS	POSITIONS OPEN	TERM ENDS
<input type="checkbox"/> <b>At Large</b> - Candidate may apply as either representing an organization or as an individual involved in child passenger safety. (One position)	1	12/31/10
<input type="checkbox"/> <b>Child Passenger Safety Advocate</b> - Candidate must be an individual representing the CPS community. Candidate will serve on the board as an individual -- not representing his/her employer. (One position)	1	12/31/10
<input type="checkbox"/> <b>Diversity</b> - Candidate must be a representative of an organization that serves diverse populations. (One position)	1	12/31/10
<input type="checkbox"/> <b>Injury Prevention</b> - Candidate must be involved with coordinating injury prevention programs. (One position)	1	12/31/10
<input type="checkbox"/> <b>Law Enforcement</b> - Candidate must be a representative of a law enforcement organization that has national reach. (One position)	1	12/31/10

**To apply, complete application (using extra pages as needed) and return it with your resume, along with five copies of the application and resume, to the Board Secretariat:**

Deborah Trombley, MPH  
Highway Traffic Safety Program Manager  
National Safety Council  
1121 Spring Lake Drive  
Itasca, IL 60143-3201  
Phone: (630) 775-2250  
Email: [trombled@nsc.org](mailto:trombled@nsc.org)  
FAX: (630) 775-2310

Original application and applicant resume must be received no later than 5:00 p.m. CDT, July 31, 2007.

Incomplete applications will not be considered.

Applications will be reviewed and candidates will be notified by November 15, 2007.

Additional copies of this application may be downloaded from the CPS Board website: [www.cpsboard.org](http://www.cpsboard.org)

# National Child Passenger Safety Board 2007 Membership Candidate Application

## THE FOLLOWING MEMBERS ARE FILLED BY AN OPEN APPLICATION PROCESS BUT THERE ARE NO OPEN POSITIONS AT THIS TIME.

**At Large** - Candidate may apply as either representing an organization or as an individual involved in child passenger safety. (One position)

**Child Passenger Safety Advocate** - Candidate must be an individual representing the cps community. Candidate will serve on the board as an individual - not representing his/her employer. (Two positions)

**Injury Prevention/Emergency Services** - Candidate must be involved with coordinating injury prevention programs within the emergency services community, including, but not limited to, fire rescue, EMS, first responders. (One position)

**Injury Prevention / Public Health** - Candidate must work for an organization with statewide reach or influence and have experience developing and coordinating injury prevention programs. (One position)

**Diversity** - Candidate must be a representative of an organization that serves diverse populations. (One position)

**National Nursing** - Candidate must be a member of a nursing organization with national outreach. (One position)

## THE FOLLOWING MEMBERS ARE APPOINTED TO THE BOARD BY THEIR ORGANIZATION OR ALLIANCE. THESE POSITIONS ARE NOT FILLED BY AN OPEN APPLICATION PROCESS.

**American Academy of Pediatrics** - Candidate must be an individual who represents the American Academy of Pediatrics. (One position)

**American Automobile Association** - Candidate must be an AAA employee. (One position)

**Certifying Body** - Candidate must be an employee of the Certifying Body and directly involved with certification as it relates to the National CPS Training Program. (One non-voting position)

**Child Restraint Manufacturer** - Candidate must represent child restraint manufacturers such as appointment by JPMA. (One position)

**National Safety Council** - Candidate must be a staff member designated by the National Safety Council to be the Board Secretariat. (One non-voting position)

**NHTSA Regions** - Candidate must be an employee of one of the ten NHTSA Regional offices working with occupant protection/child passenger safety. (One non-voting position)

**NHTSA Headquarters** - Candidate must be involved in occupant protection/child passenger safety programs. (One non-voting position)

**National Association of Governor's Highway Safety Representatives** - Candidate must be a member of the Governor's Highway Safety Association. (One position)

**SAFE KIDS Worldwide** - Candidate must be a staff member of the National Safe Kids Campaign. (One position)

**Vehicle Manufacturer** - Candidate must be an individual who represents a group of national automobile manufacturers. (One position)