Next Generation Council

THE NCA LOOKS TO THE FUTURE
The National Coffee Association has been an industry leader for over a century. This impressive longevity can be traced to the talented and experienced professionals who have volunteered their time, knowledge and passion. With every new generation, the NCA is dedicated to supporting the leaders of the future who will ensure the continued success of the association, and who will also make positive contributions in their workplace and in the industry.

Established in 2016 by the NCA Board of Directors, the NCA Next Generation Council assembles extraordinary professionals who are interested in becoming leaders in the NCA and throughout the industry. The individuals selected to participate on the council will have taken the important first step towards future participation on a path of industry leadership.

MISSION STATEMENT
The mission of the NCA’s Next Generation Council is to inspire leadership development for the next generation of professionals under 39 years of age, and to encourage increased engagement within the National Coffee Association. In order to carry out this mission, the NCA’s Next Generation Council will plan and execute events and activities that will focus on building and engaging a growing network of future leaders.

ABOUT THE COUNCIL
The NCA Next Generation Council is made up of eight positions: Past-Chair, Chair, Vice-Chair and five council seats. The council will be tasked with setting the strategic direction for the group, working closely with committee members, producing the annual Day of Service, and presenting a comprehensive annual plan to the NCA Board of Directors for the group’s work, with a special focus on next generation engagement for current and prospective NCA members. Council members serve two year terms and may apply for another position on the council, once their term is up.

APPLICATION PROCESS
Applicants will be required to provide a professional résumé, cover letter, a signed commitment letter from a supervisor, and an optional recommendation letter to be eligible for a position on the NCA Next Generation Council. Successful candidates will have spent a minimum of three years in the industry, be from an organization who is a member and active supporter of the NCA, and convey a passion and desire to grow as a leader in the industry, and to be an active supporter of the National Coffee Association.

Submitted applications will be reviewed and approved by the NCA’s External Member Relations (EMR) Committee.

Candidates will be notified of their acceptance to the council once the application process is complete. The process time frame will be influenced by the volume of submitted applications; however, decisions should be made within three weeks from the deadline date.
Application Checklist

All documents must be completed and sent to the NCA Next Generation Council Staff Liaison, Matthew Cariani, at mcariani@ncausa.org, prior to the January 3, 2020 application deadline. (Please PDF all application materials and send as one complete document with the subject line as NCA Next Generation Council Candidate.)

- Completed Application
- Cover Letter
- Professional Resume
- Commitment Letter Approved & Signed by a Manager
- Recommendation Letter (optional)
# NCA Next Generation Council Application

## Applicant Information

<table>
<thead>
<tr>
<th>Name:</th>
<th>Date of birth:</th>
<th>Email:</th>
<th>Phone:</th>
</tr>
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## Employment Information

<table>
<thead>
<tr>
<th>Company Name:</th>
<th>Company address:</th>
<th>Length of Employment:</th>
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<tbody>
<tr>
<td>Position:</td>
<td>Work Phone:</td>
<td>Fax:</td>
</tr>
<tr>
<td>City:</td>
<td>State:</td>
<td>ZIP Code:</td>
</tr>
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## Supervisor Contact

<table>
<thead>
<tr>
<th>Name of Supervisor:</th>
<th>Supervisor Title:</th>
<th>Email:</th>
<th>Phone:</th>
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## Committee and Working Group Preferences (Choose 2)

- [ ] Events
- [ ] Engagement
- [ ] Communications

## Signatures

I authorize the verification of the information provided on this form.

<table>
<thead>
<tr>
<th>Signature of applicant:</th>
<th>Date:</th>
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<tbody>
<tr>
<td>Signature of Supervisor:</td>
<td>Date:</td>
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Letter of Commitment

I understand that my role on the Next Gen Council is a significant responsibility and I will make it a priority. I look forward to working with this team and, like the others, I:

- **Support the Mission, Vision, Values and Goals of the group and the National Coffee Association.**
- **Will offer my expertise to help ensure the success of the Next Gen Council and the overall Next Gen membership.**
- **Will contribute significantly to program activities, including fundraising, marketing, and planning.**
- **Will work with the rest of the team to communicate the Next Gen Council’s role to the industry and to future prospective members.**
- **Will attend, in person or by phone, at least ¾ of the meetings held each year I serve and, whether I attend or not, will continually communicate with the team to ensure I understand all current affairs.**
- **Will attend, in person, the NCA’s Annual Convention for the NCA Board of Directors meeting and participate in the Day of Service event.**
- **Will avoid conflicts of interest between my personal interests and those of the organization. Should a conflict of interest arise, I am obligated to disclose the nature of the conflict and recuse myself from participating in discussions and voting on any issue where a conflict of interest might exist.**

Signature __________________________________________ Date __________

Print name __________________________________________

**SUPERVISOR ONLY**

I have read and fully understand the responsibilities and time requirements asked of ______________________ (applicant’s name). I support his/her involvement in the Next Gen Council and approve their commitment to attending the NCA’s Annual Convention.

Signature __________________________________________ Date __________

Print name __________________________________________

Position Title __________________________________________