

COUNCIL FOR EXCEPTIONAL CHILDREN
Leadership Development Committee

Preview Application
(3-year terms beginning September 1, 2026)

Thank you for your interest in serving on the Leadership Development Committee (LDC) and for the time and thought that you will be putting into the application process. As a professional association of educators dedicated to advancing the success of children with exceptionalities, we seek committee members committed to our core values of visionary thinking, inclusiveness and integrity that reflects CEC's view of [diversity](#) and the constituencies that we serve.

The following information is intended to help you understand the work of the committee and facilitate completion of the online application. Please contact [Sharon Rodriguez](#), Director of Governance and Executive Services if you have any questions.

Sincerely,
The Leadership Development Committee



About the LDC:

Charge: Identify, recruit, and develop a well-qualified and diverse pipeline of volunteers for leadership positions, responsive to the current and future needs of CEC.

Duties include:

- Provide oversight of any subcommittee(s) of the LDC.
- Support a Council-wide leadership development program(s).*
 - * The current program, [Leadership CEC](#), is supported by the Leadership Development Committee, a subcommittee of the LDC. Contact [Sharon Rodriguez](#) for more information.
- Actively promote diversity, equity, inclusion, and accessibility in all leadership development programs/opportunities developed by the LDC and/or any of its subcommittees, and in the application and slating processes for the LDC.
- Identify the critical competencies for leadership positions at each level within the organization and the supports to be developed and/or provided that will bring success to current, emerging, and aspiring leaders.
- Engage in broad outreach (e.g., marketing & communications campaigns, personal outreach, etc.) regarding participation in leadership development programs and the availability of leadership development resources.-
- Review and revise the applications, interview questions, rubrics, and slating processes for the LDC, as necessary.

Composition: 12 members, plus up to three external thought leaders.

Terms: 3 years (staggered); two consecutive terms maximum.

Leadership Development Committee Chair Succession Model

Year 1 Members	Learn and contribute to committee discussions and initiatives
Year 2 Members	One or two members will serve as Vice-Chair(s) Lead an internal workgroup, as necessary Participate in agenda planning meetings with (co-)chair(s) and staff liaison
Year 3 Members	Committee Chair or 2 Co-Chairs Develop meeting agendas, committee reports, and any motions to the board, in conjunction with the staff liaison Run meetings, ensuring all members can express ideas, opinions Lead discussions and encourage participation by all members Serve as an ex-officio, non-voting member of any subcommittee(s)

Selection of LDC Members: Appointed by the Board of Directors based on a slate of candidates developed by the LDC.

Eligibility/Requirements: Candidates must:

- be a current member of CEC with a minimum total of three years membership.
- not be a full- or part-time employee or contractor of CEC within the past three (3) years.
- not be a member of the Board of Directors at the beginning of the term of appointment.

All members should have CEC governance experience (e.g., unit/division board or committee, CEC [headquarters] committee or workgroup).

LDC Knowledge, Skills and Abilities (KSAs) Aligned to CEC's Core Values:

Visionary Thinker: Desired KSAs: Keeps the big picture in mind (goal and future oriented) while paying attention to details; objective at all times about what is best for the organization as a whole, rather than what is best for a particular constituency.

Integrity: Desired KSAs: Makes independent, informed decisions by relying on data rather than opinions, and takes action when needed; thinks critically, asks questions, and challenges opinions in delicate conversations.

Inclusive: Desired KSAs: Interacts in group settings, contributes to and values the contributions of all; strives to understand issues from different perspectives and be culturally responsive;

Information Regarding Committee Service:

Please carefully review the following information about serving on the LDC to assess your ability to devote the time and commitment that serving on the committee requires.

Committee Meetings:

- There is a one-hour virtual meeting every month.
- Committee members are expected to be well-prepared for and participate in all meetings and online discussions.
- Additional online discussion and group work throughout the year.
- There has been an annual retreat, typically in August. The schedule is typically as follows: 1-2 hours on a Thursday evening to get to know new members, a few hours on Friday, and potentially a few on Saturday.

Time Commitment: Up to 10 hours per month. There are additional hours during a two-week period in the spring when conducting LDC applicant interviews).

Instructions:

This preview is intended to help you complete the [official online application](#) by allowing you to prepare your responses in advance, then copy and paste them into the online application. Please email [Sharon Rodriguez](#) with questions about completing the application.

Application Link:

<https://councilforexceptionalchildren.submittable.com/submit/344098/leadership-development-committee-application-for-2026-29-terms>

Because communications regarding your application will be generated via Submittable, the online application platform, please be sure to safelist emails from Submittable. [Instructions are available here.](#)

Accessibility: Applicants requiring accessible materials may complete and submit this Word document to [Sharon Rodriguez](#), along with the other required elements of the application, or have any questions.

Application Tips

The LDC is relying on your words and examples to understand your abilities, attributes, and experiences/achievements/accomplishments, so providing concrete examples of actions and outcomes will help paint a better picture.

- Incorporate how you can support the committee by directly linking your experiences to the work of the LDC in supporting, broadening, and building capacity within CEC's volunteer ecosystem.
- When you have completed your responses, re-read the questions and your answers to make sure your response addresses all parts of the question.
- Have someone else read your responses to make sure the answers cover all components of the questions.

The Process:

Interested applicants are strongly encouraged to email srodriguez@exceptionalchildren.org to indicate their intent to apply.

Eligibility

Applicants complete an Eligibility Form (see criteria above) in order to advance to Phase 1.

Phase 1

Applicants provide some basic personal information, answer a few yes/no questions, respond to two questions, and provide (optional) demographic information. Each applicant will be reviewed by three or five LDC members (to ensure no tie) to determine if the applicant should advance to Phase 2.

Scheduled Phase 1 Deadline: Monday, February 23, 2026

Review Deadline: Wednesday, March 4, 2026

Phase 2

Advancing applicants will respond to two questions and upload a resume/bio (details below). Each applicant will be reviewed and scored by five LDC members (for inter-rater reliability).

Scheduled Phase 2 Deadline: Monday, March 30, 2026

Review Deadline: Thursday, April 9, 2026

Slating for Advancing to Phase 3: Monday, April 13, 2026

Phase 3

Advancing applicants will complete a live “interview,” which will be recorded for LDC members unable to attend in person. Each applicant's interview is scored by the full LDC based on a rubric.

**Interviews Timeframe: Monday, April 20 – Thursday, April 30, 2026
(Monday-Thursday only)**

Following the interviews, the LDC will conduct its final slating. Committee members will be provided with a blind compilation of application and interview scores.

Final Slating Date: May 11, 2026

All candidates are scheduled to be notified of the status of their application by the end of **May 2026** following voting on the final slate by the Board of Directors.

**Leadership Development Committee
Preview Application**

Eligibility Form

Name

Candidates must:

- be an member of CEC in good standing (other than thought leaders) with a minimum total of three years membership.
- not be a full- or part-time employee or contractor of CEC within the past three (3) years.
- not be a member of the Board of Directors at the beginning of the term of appointment.

All members, other than thought leaders, should have CEC governance (unit/division/CEC international) experience, though not absolutely required.

I meet the eligibility criteria. Yes/No

Phase 1

Candidate Information

Full name

Any other name or nickname you prefer to be called, if applicable

Preferred Email

Cell Phone #

City, state/province, or country

I have read the preview application. Yes/No

Education

List highest degree **abbreviation**, major, granting institution and year received.

Professional Role

Administrator

Consultant

College/University Student

Early Interventionist

Family Member

Higher Education Faculty - Teacher Preparation

Higher Education Faculty - Other

Paraeducator

Related Services Provider

Teacher

Retired

Other - with an opportunity to specify

CEC Membership

Membership number

Number years you have been a CEC member

And division membership(s)?

Any state/provincial subdivision membership(s)?

Any chapter (e.g., county, regional) membership(s)?

Candidate Questions

Why are you interested in serving on the LDC? (150-word limit.)

Given the charge of the LDC, what is the most important attribute you would bring to the committee and why would it be valuable? (150-word limit.)

Diversity and Demographic Information

One of CEC's core values is Inclusiveness. We demonstrate this by a commitment to diversity, caring, and respect for the dignity and worth of all individuals. The CEC Board of Directors is committed to this core value

so, while your responses to the following questions are optional, they will help CEC in its ongoing efforts to ensure diversity within its volunteer leadership. Responses to the following questions will not be scored by the LDC in its slating.

Age Range (Birth Year)

1940s or earlier
1950s
1960s
1970s
1980s
1990s
2000s

Ethnicity (indicate all that apply)

American Indian, Alaska Native or First Nations
Asian or Asian American
Black or African American
I'd rather not say
LatinX, Hispanic, ChicanX, or Puerto Rican
Middle Eastern or North African
Multi-Racial
Native Hawaiian or Pacific Islander
White or European American
Other

Country of Origin

Native Language

Exceptionality/Disability

Gender / Gender Identity

Cisgender Male
Cisgender Female
Transgender Male
Transgender Female
Gender Queer / Gender Fluid / Gender Non- Conforming
Other

Sexual Orientation

Heterosexual
Gay/Lesbian
Bisexual
Prefer not to say
Other

Optional Response:

CEC views diversity to include race, ethnicity, culture, language, age, (dis)abilities, family status/composition, gender identity and expression, sexual orientation, socioeconomic status, religious and spiritual values, geographic location, and country of origin.

There is such a great range of individual backgrounds and experiences that cannot be easily conveyed by answering simple demographic questions.

Given CEC's view of diversity, tell us what facets of your identity and/or experiences provide a context for the perspectives that influence your work and interactions with others. (150-word limit.)

How did you hear about the opportunity to apply for the LDC?

Special Education Today

CEC social media

CEC website

CEC Community posting

Leadership Development Committee member

Another CEC member

Unit/Division communication/website

Phase 2

NOTE 1:

The LDC recognizes that some individuals' professional positions prevent them from extensive volunteer activities. Applications will be reviewed with the individuals' time in the field and related OR relevant experiences in mind. Applicants will be evaluated based on growth potential, filling identified need(s) of the committee, and the capability to enhance and advance the work of the LDC.

NOTE 2:

CEC views leadership through a broad lens that is evident in multiple settings. Leadership can be demonstrated by providing resources, being an instructional or curriculum specialist, being a mentor or data coach, among many other tasks. Thus, we define leadership as the ability to guide and inspire individuals or groups towards a common goal, leveraging one's vision, influence, and communication skills. Leadership requires decision making, providing direction, and fostering an environment of trust and collaboration that drives positive change to achieve collective objectives.

Q1: Respond to EITHER A or B below.

A. Describe how you have supported/developed others (taught, trained, guided, mentored, provided professional development) based on your role within your organization/workplace. (This includes with student/practicum/first-year teachers/paraeducators). (200-word limit)

B. Think of a leader you found motivational. What qualities did they have that you found the most beneficial and how has that impacted you and/or your practice? (200-word limit)

Q2:

In addition to the experience(s) described above, describe (a) major achievement(s) and/or experience(s) that will help you be successful on the LDC and how/why. (150-word limit.)

Personality Profile (required but not scored)

Please select the one group that you feel best reflects your typical everyday behavior.

- ☐ People who have both **Outgoing** and **Task-oriented** traits often exhibit **DOMINANT** and **DIRECT** behaviors. They usually focus on results, problem-solving, and the bottom-line.

- People who have both **Outgoing** and **People-oriented** traits often exhibit **INSPIRING** and **INTERACTIVE** behaviors. They usually focus on interacting with people, having fun, and/or creating excitement.
- People who have both **Reserved** and **People-oriented** traits often exhibit **SUPPORTIVE** and **STEADY** behaviors. They usually focus on preserving relationships and on creating or maintaining peace and harmony.
- People who have both **Reserved** and **Task-oriented** traits often exhibit **CAUTIOUS** and **CAREFUL** behaviors. They usually focus on facts, rules, and accuracy.

Resume OR “Bio”

Upload your resume OR a brief bio highlighting your experiences, so the committee can get to know you better. 12-point font minimum, no less than single spaced. Reviewers look at the quality and relevance of the information/experiences, not the quantity.

- Resume not to exceed three pages. **PDF REQUIRED**
- Bio not to exceed two pages. **PDF REQUIRED.**

Key bio elements include: Education, Experience (Job History/Brief Job Descriptions), Skills/Certifications/Special Training, Community Service/Leadership. Your upload could also include what led you to a career in education, your teaching philosophy, etc.

[Download a template here.](#)

NOTE: This item will not be scored but will be used to inform committee deliberations on applicants to be slated for appointment.

Optional Response:

What else about yourself or your experiences would you like the LDC to know? (150-words limit.)