



**National Industry Liaison Group
Advisory Council Positions
Request for Nomination and Selection Process**

Executive Summary

Number of Roles	Role	Role Description	Selection Process
1	Advisory Council	<ul style="list-style-type: none"> • The Advisory Council shall provide technical expertise and provide key information, insight, and recommendations on relevant matters before the NILG Board including affirmative action compliance and equal employment opportunity. The Advisory Council shall be comprised of non-Board Members. Advisory Council members serve in an advisory capacity to the Board and have no voting rights or other authority within the NILG Board. • Board Members cannot serve as members of the Advisory Council. The Advisory Council may be comprised of up to six members. The Advisory Council may be comprised of attorneys, affirmative action consultants, statisticians, industrial psychologists, labor economists, and/or other consultants to the federal contractor community whose expertise the Board determines would be of assistance to the NILG. 	RFP



Timeline

Action	Timeline
1. RFP Distribution	Tuesday, August 15, 2023
2. RFP submissions deadline	Thursday, August 31, 2023
3. Review and evaluate submissions; select Top 5 candidates for Advisory Council	By September 11, 2023
4. Presentation via email of the slate of the Top 5 candidates for both positions to full Board	Week of September 18, 2023
5. Board discussion and vote to select Counsel to the NILG Board and Advisory Council	Tuesday, September 19, 2023
6. Notify selected candidates and extend Counsel to the NILG Board and Advisory Council positions	Wednesday, September 20, 2023

Description of Actions

- 1. RFP Distribution (Monday, August 15, 2023)**
 To broaden the reach and diversity of the candidate pool, the Board will send the RFP to all ILG Chairs, post the upcoming election and RFP process on the NILG website and send to the NILG annual conference distribution list.
- 2. RFP Submissions Period (Thursday, August 31, 2023 – Wednesday, September 19, 2023 Midnight ET)**
 Request for Nomination submissions will be accepted **via email** sent to info@nationalilg.org during the submission period. Submissions received after August 31st Midnight ET will not be accepted.
- 3. Review and evaluate submissions; select Top 5 candidates for AC** The Nominating Committee will compile, review and evaluate all submissions using the criteria set out in the Request for Nomination for Counsel to the NILG Board and/or Advisory Council positions document. The Nominating Committee will present the three top-ranked candidates' submissions to the full Board (should less than 3 qualified candidates apply, the Nominating Committee shall determine whether to forward less than 3 candidates to the Board, or to resolicit nominations.)
- 4. Presentation via email of the Top 3 candidates for AC to the full Board (Week of September 18, 2023)**
 The Nominating Committee will present via email to the full Board the submissions by the Top 5 candidates for the AC positions.
- 5. Board discussion and vote to select Counsel to the NILG Board and Advisory Council Member (Wednesday, September 20, 2023)**



An agenda item for the September 19, 2022 Board call will be to discuss and the Counsel to the NILG Board and Advisory Council candidate submissions forwarded by the Nominating Committee. Selection shall be by Board vote.

6. Notify selected candidates and confirm their desire to be the Counsel to the NILG Board or an Advisory Council member positions (Wednesday, September 20, 2023)

The Chair will notify the selected candidate(s) of the outcome of the Advisory Council position. New Advisory Council member(s) will be announced via email and posted on the NILG website.