



**2026 National Board Officer
EMPLOYER LETTER OF SUPPORT**

Re: Letter of Employer Support
_____ (candidate name)
2026 AICP Board of Directors Election

By signing this form, I declare my support for _____ 's nomination for position of _____ (position) on the AICP Board of Directors. I understand that if elected, _____ (he/she) will be expected to participate in AICP Board of Directors meetings throughout the year, which may involve out-of-state travel.

I understand that the AICP has a travel policy which covers airfare, up to two nights hotel, parking, ground transportation, and some meals for attendance to quarterly board meetings, not including the National Meeting Any expenses not covered by the travel policy will be the responsibility of the candidate's employer or the candidate.

Furthermore, I understand that the term of office as a member of the AICP Board of Directors is as follows:

Event Oversight Director: 2 years
Regulatory Affairs Director: 2 years

Sincerely,

(signature)

(name)

(title)

(organization)

(phone number)



2026 AICP Election Candidate Statement

Name: _____

Region: _____

Position: _____

Give a brief description of your involvement (current and past) with the AICP.

What skills do you bring to the office? What qualifications make you a viable candidate for the office?

What would be your goals for the office if you are elected?

If elected, how would you use your office to work with others in the AICP to pursue the AICP's current goals and objectives, to meet member needs, and to enhance the AICP's value in our insurance compliance community?

Where would you like to see the AICP in the future and what would you do to move the AICP toward that vision?

Additional Comments (Please limit to 250 words or less).

2026 AICP Campaign Guidelines

1. No campaigning (including activities, material and communications) is allowed until the Board of Directors approves a slate of candidates.
2. All campaigning activities, material and communications must be approved in advance by the Nominating Committee prior to use. Review of such activities, material and communications will take the following into account:
 - a. Professionalism – All activities, material and communications must be tasteful and professional. No adverse or disparaging remarks of other candidates will be allowed or tolerated.
 - b. E-mail Address Lists, Address Lists – Use of e-mail address lists or other address lists created for specific AICP purposes will not be used for campaign purposes unless approved by the Nominating Committee. Each candidate has the option of sending one (1) email as discussed below.
 - c. The Candidates must also adhere to the following requirements:
 - i. Give-away Items – No give-away items are allowed.
 - ii. Fund Raising – No fund raising is allowed.
 - iii. Code of Ethics – All activities, material and communications must be in line with the AICP’s Code of Ethics.
3. Your Candidate Statement that will be posted on the website is your primary campaigning tool to let members know who you are and what your qualifications for the position are.
4. Candidates may use AICP’s email system to send one (1) All-Member Email for campaigning purposes.
 - a. Campaign activities may not occur during the last week of the election period.
 - b. Copies of all campaigning material, communications, and descriptions of all campaigning activities will be held by the Nominating Committee through the AICP Annual Conference next following the election.
- c. Any expenses incurred by a candidate are not eligible for AICP expense reimbursement.

Discussion Points for Orientation for AICP Board of Directors

Process

- Nominated
- Congratulatory Email
- Nomination documentation due to Nominating Chair by **July 16, 2026**
- Orientation (this information/call)
- Presentation and Approval of Slate to Board of Directors.
- Vote by Members - Elections
- Notify Board and Candidates of outcome
- Notify membership of outcome
- Presentation of elected officers at national conference
- Important: If elected, plan to attend your first Board meeting held the last day of the national conference.

What do we need from you to complete the process*?

- Letter of Commitment from Employer
- Headshot (high quality image file) to post on website
- Completed Candidate Statement
- These three items should be e-mailed to aicpadmin@aicp.net

**Not submitting the required documentation to AICP by the designated due date could result in disqualification from nomination*

Benefits of Being an Officer – What’s in it for me and for my company (Talking points for your discussion with your Employer

- Leadership Development
 - Personnel Management Skills
 - Project Management Skills
 - Motivational Skills
 - Conflict Management
 - Leadership Networking
- Education
- Networking with Industry and Regulators
- Increased visibility with State Insurance Departments
- Opportunity to develop personal relationships with Commissioners as well as their staff
- Opportunity to drive and influence relevant discussions regarding Insurance Compliance



Time Commitments and Responsibilities

▪ **Event Oversight Director**

The Event Oversight Director shall be responsible for the execution of National and Regional events in conjunction with the Board, the Association's committees or as otherwise directed by the President. The Event Oversight Director shall participate in as many committees as appropriate to execute the Association events.

- ✓ Assist in development and tracking of AICP events throughout the year;
- ✓ Work closely with Committee Chairs, and Regulatory Affairs Director to identify and secure resources and presenters for AICP events;
- ✓ Identify additional events for consideration to aid in the growth and marketing of AICP and educational opportunities for AICP members;
- ✓ Maintain a calendar of events to be utilized for multi-year purposes;
- ✓ Attend and actively participate in monthly Board Meetings virtually, and attend on-site meetings three times per year;
- ✓ Provide valuable input into areas of betterment for AICP;
- ✓ Participate in committee and sub-committee meetings as needed;
- ✓ Assist Executive Committee and Board in developing and implementing short- and long-term vision and goals for AICP growth;
- ✓ Perform outreach to current and potential members regarding the benefits of AICP; and,
- ✓ Serve as an ambassador for AICP membership.

▪ **Regulatory Affairs Director**

The Regulatory Affairs Director shall be primarily responsible for representing the Association to external entities including, but not limited to regulatory and governmental agencies, other industry organizations to ensure that the Association remains relevant as the industry evolves. The Regulatory Affairs Director shall work with the management company to establish the Association's relevance despite social, political, and economic changes.

- ✓ Perform outreach to obtain regulator participation in various AICP events;
- ✓ Serve as primary liaison between state and federal regulators and AICP;
- ✓ Coordinate with Events Coordinator and National Conference Chair to identify and secure regulator participation;
- ✓ Coordinate with AICP Treasurer on potential budgets for regulatory attendance;
- ✓ Represent AICP at other conferences and events to identify and perpetuate affinity relationships;



- ✓ Perform outreach to regulatory bodies to grow knowledge and promote AICP;
- ✓ Recruit and host regular meetings with Regulatory Affairs Committee members;
- ✓ Attend and actively participate in monthly Board Meetings virtually, and attend on-site meetings three times per year;
- ✓ Provide valuable input into areas of Betterment for AICP;
- ✓ Participate in Committee and Sub-Committee meetings as needed;
- ✓ Assist Executive Committee and Board in developing and implementing short- and long-term vision and goals for AICP growth;
- ✓ Perform outreach to current and potential members regarding the benefits of AICP; and,
- ✓ Serve as an ambassador for AICP membership.

What do you need to do now?

- Check campaign guidelines on website.
- Read through job descriptions on website.

Who should you contact to clear any communications sent to Membership?

- Nominating Chair

Who should you contact with questions concerning the process and/or the office for which you are running?

- The person(s) conducting the orientation.

Other things to keep in mind

- **AICP Travel Policy** – The AICP will pay for your airfare, hotel and transportation costs to all board meetings throughout the year, except those in conjunction with the annual conference. The AICP will pay for up to 2 night’s hotel at the annual conference. If additional night stays are needed to attend any board meetings either before or after conference, you must prearrange that with the AICP president.