

March 14, 2025

Re: Accepting the Nomination for Executive Vice President

Dear Nominating Committee,

I am honored to accept the nomination for the Executive Vice President position of the Potomac and Chesapeake Association for College Admission Counseling (PCACAC). As a member of PCACAC for over 25 years, I bring a deep commitment to our organization's mission, extensive leadership experience, and a vision for advancing our collective impact.

Throughout my career, I have embraced leadership roles that align directly with the responsibilities of the Executive Vice President. These include:

- **Co-Chair of Professional Development:** I expanded access to professional development by establishing partnerships with public schools and engaging counselors with barriers to participation. I spearheaded site-based workshops serving over 300 counselors and advisors, reinstated PCACAC's drive-in workshops, and created a more inclusive professional development committee representing various sectors of our membership. I also led the creation of PCACAC's CBO Special Interest Group to support professionals working primarily with first-generation and low-income students.
- **Collaborating Across Committees:** My role required extensive collaboration with the Communications and College Fairs Committees to align our initiatives with PCACAC's strategic goals. This experience equips me to serve as a group leader as Executive Vice President, fostering collaboration among the Communications, College Night, and College Fairs Committees to strengthen member engagement on both the college and secondary school sides.
- **Conference Presenter and Mentor:** As a frequent presenter at PCACAC and NACAC conferences and a Summer Institute faculty member, I have consistently contributed to members' professional growth while fostering mentoring relationships that extend beyond formal programming.
- **Advocacy and Leadership in College Access:** As a school counselor for over 25 years, founder of a scholarship program for first-generation students, and director of a college access and success program for a community-based organization, I have cultivated the skills to manage budgets, build partnerships, and design impactful programs.
- **Executive Board Member:** My three years on the PCACAC Executive Board have given me the institutional knowledge to support strategic decision-making and promote transparency, including recording and distributing minutes to ensure accountability.

These experiences have prepared me to effectively fulfill the responsibilities of Executive Vice President. My vision for PCACAC includes influencing policies and programs that elevate the college counseling profession and expanding opportunities for collaboration among our diverse membership. I am passionate about continuing to build an inclusive community that supports professionals and students alike.

Thank you for considering my nomination. I am eager to contribute my expertise and dedication to advancing PCACAC's mission as Executive Vice President.

Sincerely,

Charlain E. Bailey