



2/14/2025

*AAPRA commits to promote, nourish, and embody an inclusive and equitable environment, strengthen our commitment to promote justice, equity, diversity, and inclusion, combat systemic and structural racism, and promote a culture of equality for all, through our knowledge advancement, research, education, and scholarly efforts.*

## MEMBERSHIP RULES & INSTRUCTIONS

### **Nomination Period March 20 – May 16, 2025 (9:00 pm Pacific Daylight Time)**

Only candidates with outstanding credentials in the leisure, park and recreation profession who meet the criteria will be considered for membership. Please ensure your nominee meets ALL the membership qualifications.

A new checklist has been created to help you and your nominee evaluate their qualifications.

[View Checklist Here](#)

**Please read carefully before contacting a potential nominee.**

1. Current Academy members may nominate a maximum of two (2) individuals for membership in any one year. Current Academy members may write a support letter for a maximum of two (2) individuals in any one year.

NOTE: Members of the 2025 Membership Committee and the current Academy Board of Directors may NOT nominate an individual or write a support letter.

2. Nominations must be submitted electronically. Nomination information must be complete; incomplete nominations will not be considered. Either the nominator or the nominee may initiate the online nomination application and then invite the other to collaborate on the application form. It is recommended the nominator work closely with their nominee on their nomination form.

NOTE: There are separate application forms for educator; practitioner/professional; and urban director nominees. The forms may be accessed on the Academy website [here](#).

3. Nominee must meet these minimum requirements for membership:

#### **a. Practitioner/Professional**

- i. Must have served in a high-level administrative position for no less than 15 years and hold a BS or BA degree as of January 1 of the year nominated. Must have significant experience and responsibility in a majority of the following areas: parks, recreation, conservation, personnel, training, budgeting, planning, capital improvements, and marketing.

A high-level administrative position is defined as having the ability to significantly impact the overall operations of the agency (performance, development, growth) through their leadership/vision, routine interactions with governing boards or officials and significant authority for the overall vision of the park and recreation agency.

- ii. Have significant experience and oversight in ***most of the following areas***: park operations, recreation, HR/ personnel, informational technology, training, finance/budgeting, park planning, capital improvements and marketing, for which the park and recreation agency was significantly impacted by their leadership.

**b. Educator**

- i. Must have served as a park, recreation, conservation, tourism, sport management or related field educator OR has served as an educator and has had experience in a high-level administrative position(s) related to parks, recreation, conservation, tourism, and/or related professions for a combined period of not less than fifteen (15) years as of January 1 of the year nominated. Should have attained the rank of full Professor or equivalent.

**c. Urban Director**

- i. Director or CEO of a Regional/Special District, County (or Parish) or a City park, recreation, or conservation system. serving an urban population center of 200,000+ people or from the most populous City, Regional/Special District, County (or Parish) in that state. Nominees for the Urban Director category must have a minimum of three years' experience in that position.
- ii. Contact Urban Directors Committee Chair, Edwin Gomez at [gomez17@ecu.edu](mailto:gomez17@ecu.edu), as this nomination process is different.

**d. All Nominees**

- i. Be recognized as a leader in the park and recreation field either as a practitioner or educator; the nominee has demonstrated a record of participating in local, state, regional and national professional organizations; and the nominee has contributed through writing and presentations.

4. Two (2) support letters must be included with each nomination. Additional support letters will not be considered.
  - a. Minimum of one (1) support letter must be from a current Academy member; if needed a 2nd support letter may be from a state association executive director or state president if that state does not have an executive director.
  - b. It is recommended support letters be sent to the nominator for uploading.
  - c. Support letters should not re-tell the nominee's accomplishments but should share
  - d. insights into their professional attitude and what the applicant will offer the Academy.
  - e. The nominator's letter is not considered one of the two support letters.
5. The nominee is asked to read and agree to the Academy's [JEDI pledge](#) before entering their information.
6. The nominee is asked to respond to the question: "Why are you seeking Academy membership, and how will you contribute to the profession as an Academy member?" Encourage your nominee to research the Academy's programs and strategic objectives on the website and to be specific.

7. The nomination form with accompanying nominator letter and two (2) letters of support must be submitted electronically by May 16, 2025, 9:00 pm PDT.

Questions?

Contact AAPRA at <mailto:info@aapra.org> or (206) 823-3164