



3343 Peachtree Road NE, Suite 850 | Atlanta, GA 30326 | P. +1 (404) 975-5000 | F. +1 (404) 975-5020

SEEKING VOLUNTEERS FOR 2019 ACEN ANNUAL CONFERENCE

ABOUT THE VOLUNTEER OPPORTUNITY

The Accreditation Commission for Education in Nursing (ACEN) is seeking volunteers for a unique opportunity intersecting nursing, education, and event planning through our annual summer conference. This year's theme is Innovation, hence its namesake of *Merging Accreditation and Innovation: 2019 ACEN Nursing Education Accreditation Conference*. The right candidate for this volunteer opportunity can be from any major area of study, but individuals who will have the most to gain from this opportunity will most likely be interested in nursing, healthcare administration, education, business administration, hospitality management, event planning, marketing, public relations, and/or communications.

Volunteer duties will depend on availability, preference, and need, but typically include these tasks:

- Greeting and directing conference attendees to aid with general navigation
- Registration to check in conference attendees as they arrive
- Setting up/Tearing down at the beginning or end of the event
- Hosting the Knowledge Café, where conference attendees have access to digital information regarding the accreditation process
- Running the Human Library, where ACEN site visitors work face-to-face with conference attendees to answer their specific accreditation questions
- Performing other related tasks as needed

Qualifications include:

- Being age 18 or older
- Interest in event planning and execution
- Interest in nursing education
- Interest in education accreditation
- Effective communication skills
- Adaptive and critical problem-solving skills
- A can-do, team attitude!

Ideal for:

- College students seeking to build their résumé
- Anyone wanting to interact with America's education system outside of the classroom
- Individuals seeking experience in event planning, education, and hospitality
- Networking and building relationships with nursing education professionals
- Obtaining conference operations experience
- Complimentary refreshments and exclusive access to the Staff & Volunteers' Lounge



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How to apply:

- Please fill out this survey: <https://www.surveymonkey.com/r/3PXGMP9>
- Send resume to sfearing@acenursing.org
 - While it is optional, sending a cover letter in the body of the email and attaching any reference letters you may have along with your résumé will increase your likelihood of being selected.

MORE ABOUT ACEN

The Accreditation Commission for Education in Nursing (ACEN) supports the interests of nursing education, nursing practice, and the public by providing specialized accreditation for all levels of nursing education and transition-to-practice programs. As the leading authority in nursing education accreditation, the goal of the ACEN is to be a supportive partner in strengthening the quality of nursing education and transition-to-practice programs.

Accreditation of a nursing program or transition-to-practice program is a process by which a program is evaluated by a group of its peers (“peer evaluators”) in order to determine its quality. The peer evaluators perform this evaluation by conducting an in-person “site visit,” after which an accreditation decision is made by the ACEN Board of Commissioners. When a nursing program holds ACEN accreditation, it means that ACEN recognizes that a nursing program meets a set of Standards and can be trusted to deliver quality education.

The ACEN is recognized as an accrediting body by the U.S. Department of Education (USDE) and by the Council for Higher Education Accreditation (CHEA). ACEN is also one of the largest specialized accrediting agencies, accrediting nursing programs throughout the United States, its territories, and internationally. The ACEN is proud to be the oldest nursing education accreditor, and will continue adding to its history for decades to come by ensuring educational quality through accreditation for nursing programs and transition-to-practice programs everywhere.

ACEN is an equal opportunity employer.