



# Candidate Application for National Office

What you can expect when applying for a National Board Position:

- Newly elected individuals will receive training from board members, and materials related to the position will be passed down.
- Candidates will be invited to join the Pre-National Board Meeting as an observer to become familiar with board business (will not be reimbursed by National to attend)
- Newly elected Executive Board members may be reimbursed for one night's lodging for post board meeting (at a rate of ½ of double room) but are not reimbursed for additional travel costs. Meal reimbursement for day of post board meeting will follow Policy Manual and current approved budget.

Upon applying for the position, I acknowledge that I will have the necessary resources (i.e. computer, internet, etc.) to complete the duties of the position.  I agree

Office Applied for: VP of Professional Development \_\_\_\_\_ Date: 4/22/2024 \_\_\_\_\_

**This form should be used as a guideline. When typing your own form, add more space as necessary.**

Susan	Lee	Moore
First Name	Middle Name	Last Name
County Extension Coordinator/FACS Agent		UGA Extension
Job Title		Employer
665 Home Run Drive, Suite A	Dublin	GA 31021
Work <b>Mailing</b> Address	City	State/Territory Zip
<a href="mailto:susanm@uga.edu">susanm@uga.edu</a>	<a href="mailto:suzyqmoore@gmail.com">suzyqmoore@gmail.com</a>	
Work Email Address	Home Email Address	
478-272-2277	n/a	478-463-590
Work Phone/Extension	Work Fax	Home Phone

## I. Education Background

BS/BA Criminal Justice – Armstrong Atlantic State University, Savannah GA - 1997		
Major	Institution	Year
MS/MA Foods and Nutrition – UGA, College of FACS, Athens, GA - 2020		
Major	Institution	Year
PhD N/A		
Major	Institution	Year

**II. State/Territory Affiliate Experience**  
**Office**

	<b>Year(s)</b>
GEOFCS Past President	2023-24
GEOFCS President	2022-23
GEOFCS President Elect	2021-22
GEOFCS Treasurer	2019-20
GEOFCS VP of Awards and Recognition	2018 – 2016
GEOFCS Jr. VP of Awards and Recognition	2016 – 2015
GEOFCS Secretary	2012
GEOFCS VP of Professional Development	2011 – 2010
GEOFCS Jr. VP of Professional Development	2010 – 2009
GEOFCS Sr. District Director, SED	2009 – 2008
GEOFCS Jr. District Director, SED	2008 – 2007

**Committee Chair**

	<b>Year(s)</b>
GEOFCS Past Presidents Committee	2024-23
GEOFCS Awards and Recognition Committee	2018-16
GEOFCS Professional Development	2011-10

**Committee**

	<b>Year(s)</b>
GEOFCS Past Presidents Committee	2024-23
GEOFCS Professional Development Committee	2009, 2010, 2011, 2015, 2019, 2023
GEOFCS Awards and Recognition Committee	2015, 2016, 2017, 2018, 2021, 2022

**III. NEAFCS Experience**

Office	Year(s)
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Committee Chair	Year(s)
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Other Assignments Representing NEAFCS	Year(s)
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JNEAFCS Committee Member	2019 – 2023
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Awards and Recognition	2016 - 2018
Arrangements Committee	2014
NEAFCS Booth Representative at International Federation of Home Economics in Atlanta, GA -	2022
National Awards Judge	2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021
Voting Delegate	2013, 2014, 2022, 2023
JNEAFCS Article Reviewer	2022, 2021, 2020
NEAFCS Concurrent Session Proposal Reviewer	2022, 2021, 2020, 2019, 2018

Annual Sessions Attended (list years)

2023, 2022, 2021, 2020, 2019, 2014, and 2013

Submissions for Awards, Webinars and/or Annual Session Proposals (concurrent session, poster, ignite)  
*Submission did not have to be accepted.*

Check all that apply:

- Webinar Submission Year(s): \_\_\_\_\_
- Annual Session Proposal Year(s): 2013, 2014, 2020, 2021, 2023 \_\_\_\_ Proposal Type(s): oral/poster/ignite
- Award Submission Year(s): SEE BELOW UNDER AWARDS RECEIVED

**- see below under awards received**

**IV. Non-Association Extension Leadership Assignments**

(Annual conference committees, search committees, etc.)

Assignments: Elected (E) or Appointed (A)	Year(s)
National Extension Disaster Education Network Planning Committee (A) –	2023
GEAFCS State Conference Planning Committee (A) –	2011, 2019, 2023
UGA Extension FACS Conference Planning Committee (A)	2023
UGA Extension SED Emergency Preparedness Team Leader (E)	2020 – present
UGA Joint Council of Extension Professionals Chair (E)	2023-24
ESP SED Director (E)	2022-23
ESP Jr. SED Director (E)	2021-22
GEAFCS Silent/Live Auction Coordinator (A)	2023, 2019, 2014, 2013

**V. Membership/Leadership in Other Organizations**

(Professional, civic, service, religious or agency related organizations)

Organizations, Leadership role	Year(s)
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<b>Present – 2023</b>	International Federation of Home Economics (IFHE)
<b>Present – 2021</b>	Joint Council of Extension Professionals (JCEP)
<b>Present – 2021</b>	Extension Disaster Education Network (EDEN)
<b>Present – 2007</b>	National Extension Association of Family and Consumer Sciences (NEAFCS) Georgia Extension Association of Family and Consumer Sciences (GEAFCS)
Present – 2011	Epsilon Sigma Ph (ESP), Alpha Beta Chapter

**VI. Work Experience Other Than Extension (if applicable)**

Positions	Year(s)
Adult Medicaid Eligibility Specialist	2007 – 2006
Community Resource Specialist	2006 – 1998
Paralegal	1997 – 1995

**VII. Awards and Honors**

Awards	Date(s)
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**National Awards – 24**

2023 National Extension Association of Family and Consumer Science (NEAFCS), Providence, Rhode Island

- Excellence in Multi State Collaboration (Team) Award – 1<sup>st</sup> Place
- Extension Housing Outreach (Team) Award – 1<sup>st</sup> Place
- Environmental Education (Team) Award – 2<sup>nd</sup> Place
- Excellence in Multi State Collaboration (Team) Award – 3<sup>rd</sup> Place

2022 NEAFCS, Raleigh, North Carolina

- Continued Excellence Award – 1<sup>st</sup> Place
- Human Development/Family Relationships, Team Award – 1<sup>st</sup> Place
- Communications: Educational Publication, Team Award – 3<sup>rd</sup> Place

2021 NEAFCS, Grand Rapids, Michigan (changed to virtual format due to COVID)

- Family Health and Wellness, Team Award – 1<sup>st</sup> Place
- Program Excellence Through Research, Team Award – 1<sup>st</sup> Place
- Environmental Education, Team Award – 3<sup>rd</sup> Place

2021 National Health Outreach Conference Virtual Conference

- Priester Award for Outstanding Community Program, Team Award – 1<sup>st</sup> Place

2020 NEAFCS, Snowbird, Utah (changed to virtual format due to COVID)

- Educational Curriculum Package, Team Award – 1<sup>st</sup> Place
- Marketing Package, Team Award – 1<sup>st</sup> Place

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2019 NEAFCS, Hershey, Pennsylvania

- Distinguished Service Award
- Program Excellence Through Research, Team Award – 3<sup>rd</sup> Place

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2018 NEAFCS, San Antonio, Texas

- Communications: Educational Curriculum Package, Team Award – 1<sup>st</sup> Place
- Early Childhood Child Care Training, Team Award – 2<sup>nd</sup> Place

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2016 NEAFCS, Big Sky, Montana

- Program Excellence Through Research, Team Award – 1<sup>st</sup> Place
- Communications: Educational Curriculum Package, Team Award – 2<sup>nd</sup> Place
- Early Childhood Child Care Training, Team Award – 3<sup>rd</sup> Place

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2015 NEAFCS, Sulphur Springs, West Virginia

Early Childhood Child Care Training, Team Award – 2<sup>nd</sup> Place

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2014 NEAFCS, Lexington, Kentucky

Communications: Educational Curriculum Package, Team Award – 2<sup>nd</sup> Place

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2013 NEAFCS (GALAXY), Pittsburgh, Pennsylvania

Early Childhood Child Care Training, Team Award – 1<sup>st</sup> Place

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2009 NEAFCS, Birmingham, Alabama

Living Well (Team) Award – 1<sup>st</sup> Place Living Well (Team) Award – 1<sup>st</sup> Place

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***Regional – 28***

*Southern Region includes fifteen states; Awards advanced to national competition:*

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2023 Southern Region, Providence, Rhode Island

- Excellence in Multi State Collaboration (Team) Award – 1<sup>st</sup> Place (Central Region)
- Extension Housing Outreach (Team) Award – 1<sup>st</sup> Place
- Environmental Education (Team) Award – 2<sup>nd</sup> Place
- Excellence in Multi State Collaboration (Team) Award – 1<sup>st</sup> Place
- Excellence in Multi-State Collaboration (Team) Award – 2<sup>nd</sup> Place

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2022 NEAFCS Southern Region, Raleigh, North Carolina

- Continued Excellence Award – 1<sup>st</sup> Place
- Human Development/Family Relationships, Team Award – 1<sup>st</sup> Place
- Communications: Educational Publication, Team Award – 2<sup>nd</sup> Place

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2021 NEAFCS Southern Region, virtual

- Family Health and Wellness, Team Award – 1<sup>st</sup> Place
- Program Excellence Through Research, Team Award – 1<sup>st</sup> Place
- Environmental Education, Team Award – 2<sup>nd</sup> Place

2020 NEAFCS Southern Region, Virtual Conference

- Educational Curriculum Package, Team Award – 1<sup>st</sup> Place
- Marketing Package, Team Award – 1<sup>st</sup> Place

2019 NEAFCS Southern Region, Hershey, Pennsylvania

- Distinguished Service Award
- Program Excellence Through Research, Team Award – 2<sup>nd</sup> Place

2018 NEAFCS Southern Region, San Antonio, Texas

- Communications: Educational Curriculum Package, Team Award – 1<sup>st</sup> Place
- Early Childhood Child Care Training, Team Award – 2<sup>nd</sup> Place
- Human Development/Family Relationships – 3<sup>rd</sup> Place

2016 NEAFCS Southern Region, Big Sky, Montana

- Program Excellence for Research, Team Award – 1<sup>st</sup> Place
- Educational Curriculum Package, Team Award – 1<sup>st</sup> Place
- Early Childhood Child Care Training, Team Award – 1<sup>st</sup> Place
- Educational Technology – 3<sup>rd</sup> Place

2015 NEAFCS Southern Region, Sulphur Springs, West Virginia

- Early Childhood Child Care Training, Team Award – 1<sup>st</sup> Place
- Communications: Written Press Release Award – 3<sup>rd</sup> Place

2014 NEAFCS Southern Region, Lexington, Kentucky

Communications: Educational Curriculum Package, Team Award – 2<sup>nd</sup> Place

2013 NEAFCS Southern Region, Pittsburgh, Pennsylvania

Early Childhood Child Care Training, Team Award – 1<sup>st</sup> Place

2009 NEAFCS Southern Region, Birmingham, Alabama

Living Well (Team) Award – 1<sup>st</sup> Place

2008 NEAFCS Southern Region

Communication: Written Press Release Award – 1<sup>st</sup> Place

**Position Statement**

A. Why would you like to be a candidate for this office?

I served as the President of our state association, GEAFCS, and I enjoyed the opportunity to lead our organization and mentor and assist our members. I would love the opportunity to do this at the national/regional level.

B. If you were elected, what would be your top priority/goal for your term?

My priority for my term would be to increase participation in webinars and encourage more members to submit applications to present.

Are you willing to be considered as a candidate for a different office? The national nominating committee chair would contact you first as to your preference and willingness to serve in any other position. Yes X  No  Maybe

Are you willing to leave your application on file for three (3) years in the event of a position vacancy or for reconsideration for office for the next election? Yes X  No

**Your signature below confirms that you have read the current NEAFCS Policy Manual and agree to the duties and qualifications for the position in which you are applying for as well as additional policies outlined in the Manual.**



4/22/2024

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Signature of Applicant

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Date

**Letters of support and recommendation from the following individuals must accompany the application.**

- ▶ State Director of Extension (required)
- ▶ State Program Leader or immediate supervisor (one required)
- ▶ NEAFCS board member or state/territory affiliate president (optional)

**Applications are due to the National Nominating Committee Chair by May 1st. Please include with your application a high resolution headshot photo for the candidate display at Annual Session.**

*NEAFCS is an equal opportunity/affirmative action association. NEAFCS values and seeks a diverse membership. There shall be no barriers to full participation in this organization on the basis of race, color, gender, age, religion, national origin, disability, veteran status, or sexual orientation. Membership is not by invitation. (Strategic Plan 1993-97)*



April 22, 2024

Dear NEACS Nominating Committee:

I am honored to endorse Susan Moore to run for the National Extension Association of Family and Consumer Sciences (NEAFCS) position of Vice President of Professional Development. Susan started her career with the University of Georgia as a Family and Consumer Sciences (FACS) Agent for Laurens County in 2007. In 2011, she was promoted to Area Extension Agent for the Expanded Food and Nutrition Education Program (EFNEP), supervising two program assistants while continuing her responsibilities for FACS programming in Nutrition, Chronic Disease Prevention, Food Safety, and Emergency Preparedness. In 2022, her responsibilities increased again when she was promoted to County Extension Coordinator for Laurens County, where she supervises seven extension employees in addition to her FACS and EFNEP programming. Susan is an excellent educator who does an outstanding job balancing the demands of supervision while wholeheartedly honoring her commitment to public service and outreach.

Susan demonstrates rigorous academic skill by which she has built a national, regional, state and local reputation as an expert in childcare, emergency preparedness, food safety, and nutrition and chronic disease education. She has a Master of Science Degree in Community Nutrition from the University of Georgia College of Family and Consumer Sciences Department of Foods and Nutrition and holds the rank of Public Service Associate. Susan holds the following national certifications: ServSafe® Instructor and Proctor, Educator for Stanford University's Chronic Disease Self-Management Program, Powerful Tools for Caregivers Instructor, Yoga for Children Certified Instructor, Community Emergency Response Team Certification, First Aid and CPR Certification, FEMA Introduction to Incident Command System Training, Youth Mental Health First Aid, and Diabetes T2 Prevention Program Training Coach. She is also a certified Better Brains for Babies trainer – a statewide collaboration dedicated to promoting awareness and education on the importance of early brain development.

Susan's programming and efforts have gone beyond her assigned county, and her achievements are recognized by her peers at the local, regional, state, national and international levels. She has been an invited presenter **7 times internationally, 28 times nationally, and 32 times statewide**. The curriculum modules, news articles, and publications that Susan authored are so outstanding that she has received multiple state, southern region, and national awards in the areas of childcare, communication, and research from the National and Georgia Extension Associations of Family and Consumer Sciences. The candidate has



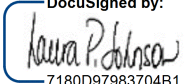
been recognized for her expertise and programming efforts by receiving **24 National** (NEAFCS) awards, **28 Regional** (NEAFCS Southern Region) awards and **65 State** (GEAFCS) awards.

Ms. Moore is a dedicated member of her professional organizations, serving in leadership roles in both the state and national affiliates. She has attended six National Extension Association of Family and Consumer Sciences national conferences and been actively involved in planning and judging awards for five other NEAFCS conferences. Since starting her Extension career, the candidate has served in **12 officer positions** (Junior Southeast District Director, Southeast District Director, Junior Vice President of Professional Development, Vice President of Professional Development, Secretary, Junior Vice President of Awards and Recognition, Vice President of Awards and Recognition, Junior Treasurer, Treasurer, President Elect, President and is currently serving as President Elect) for the Georgia Extension Association of Family and Consumer Sciences (GEAFCS), and has only missed one state meeting in seventeen years. She was responsible for planning the state meeting in 2011, leading the Silent Auction fundraiser for five years (bringing in **over \$13,600 to the GEAFCS Scholarship Fund**), coordinating the state awards program for two years, and helping plan the 2023 and 2019 annual meetings. She is also a member of Epsilon Sigma Phi (ESP)'s Alpha Beta Chapter where she has served as Junior SED Director and Senior SED Director, the Extension Disaster Education Network (EDEN) where she serves as Vice Chair of the FCS Committee, the International Federation of Home Economics, and she currently serves as the State Chair for UGA Extension's Joint Council of Extension Professionals.

Ms. Moore has proven herself an exceptional agent, as evidenced by her strong work ethic, willingness to work hard, and her strong desire to improve the lives of families and children in her community. Without a doubt, Susan Moore is eminently qualified run for the National Extension Association of Family and Consumer Sciences (NEAFCS) position of Vice President of Professional Development.

If you have any questions, please feel free to contact me.

Sincerely,

DocuSigned by:  
  
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Laura Perry Johnson  
Associate Dean for Extension



College of Agricultural and Environmental Sciences  
*Southeast District Extension*

April 23, 2024

Dear NEAFCS Nominating Committee:

I am honored to endorse Susan Moore to run for the National Extension Association of Family and Consumer Sciences (NEAFCS) position of Vice President of Professional Development. Susan started her career with the University of Georgia as a Family and Consumer Sciences (FACS) Agent for Laurens County in 2007. In 2011, she was promoted to Area Extension Agent for the Expanded Food and Nutrition Education Program (EFNEP), supervising two program assistants while continuing her responsibilities for FACS programming in Nutrition, Chronic Disease Prevention, Food Safety, and Emergency Preparedness. In 2022, her responsibilities increased again when she was promoted to County Extension Coordinator for Laurens County, where she supervises seven extension employees in addition to her FACS and EFNEP programming. Susan is an excellent educator who is excellent at balancing the demands of supervision while wholeheartedly honoring her commitment to public service and outreach.

Susan demonstrates rigorous academic skill by which she has built a national, regional, state and local reputation as an expert in childcare, emergency preparedness, food safety, and nutrition and chronic disease education. She has a Master of Science Degree in Community Nutrition from the University of Georgia College of Family and Consumer Sciences Department of Foods and Nutrition and holds the rank of Public Service Associate. Susan holds the following national certifications: ServSafe® Instructor and Proctor, Educator for Stanford University's Chronic Disease Self-Management Program, Powerful Tools for Caregivers Instructor, Yoga for Children Certified Instructor, Community Emergency Response Team Certification, First Aid and CPR Certification, FEMA Introduction to Incident Command System Training, Youth Mental Health First Aid, and Diabetes T2 Prevention Program Training Coach. She is also a certified Better Brains for Babies trainer – a statewide collaboration dedicated to promoting awareness and education on the importance of early brain development.

Susan's programming and efforts have gone beyond her assigned county, and her achievements are recognized by her peers at the local, regional, state, national and international levels. She has been an invited presenter 7 times internationally, 28 times nationally, and 32 times statewide. In 2021, Susan was selected by my predecessor to serve on Southeast District's Emergency Preparedness Team as part of a \$150,000 statewide grant UGA Extension received from NIFA Smith-Lever Special Needs competitive grant to develop four teams (one in each district) to build local capacity for readiness, response, and recovery related to emergencies and natural disasters. Based on her dedication and enthusiasm, Ms. Moore was selected by state and district leadership to serve as the Southeast

District (SED) Team Leader. In her role as team leader, she has accomplished a great deal. She led the effort to ensure that all 39 counties in SED had signed Continuity of Operations Plans turned in to state leadership, arranged a four day Community Emergency Response Training (including CPR and 1st Aid) for SED team members, presented about the collaboration at an international conference (International Federation of Home Economics), co-wrote Emergency Preparedness training for ECE: Before, During and After the Disaster training for early childcare education providers, was elected Vice Chair of the Extension Disaster Education

Network's Family and Consumer Sciences committee, and was on the planning team for the 2023 EDEN national conference. In 2023, when UGA Extension was awarded another \$150,000 in grant funds, Ms. Moore was selected to serve as a co-principal investigator on the new grant.

The curriculum modules, news articles, and publications that Susan authored are so outstanding that she has received multiple state, southern region, and national awards in the areas of childcare, communication, and research from the National and Georgia Extension Associations of Family and Consumer Sciences. The candidate has been recognized for her expertise and programming efforts by receiving 24 National (NEAFCS) awards, 28 Regional (NEAFCS Southern Region) awards and 65 State (GEAFCS) awards. One such successful national partnership was as reviewer for a book, "Lose the Lecture: Engaging Approaches to Early Childhood Professional Learning" which was published in 2019 by Dr. Teresa Byington, Professor/Specialist for the University of Nevada Reno Extension who invited Susan to participate in the multi-state pilot and as reviewer of her book. This year, the University of Nevada Reno Extension contacted Susan again to request her help reviewing a new childcare curriculum.

Ms. Moore is a dedicated member of her professional organizations, serving in leadership roles in both the state and national affiliates. She has attended six National Extension Association of Family and Consumer Sciences national conferences and been actively involved in planning and judging awards for five other NEAFCS conferences. Since starting her Extension career, the candidate has served in 12 officer positions (Junior Southeast District Director, Southeast District Director, Junior Vice President of Professional Development, Vice President of Professional Development, Secretary, Junior Vice President of Awards and Recognition, Vice President of Awards and Recognition, Junior Treasurer, Treasurer, President Elect, President and is currently serving as President Elect) for the Georgia Extension Association of Family and Consumer Sciences (GEAFCS), and has only missed one state meeting in seventeen years. She was responsible for planning the state meeting in 2011, leading the Silent Auction fundraiser for five years (bringing in over \$13,600 to the GEAFCS Scholarship Fund), coordinating the state awards program for two years, and helping plan the 2023 and 2019 annual meetings. She is also a member of Epsilon Sigma Phi (ESP)'s Alpha Beta Chapter where she has served as Junior SED Director and Senior SED Director, the Extension Disaster Education Network (EDEN) where she serves as Vice Chair of the FCS Committee, the International Federation of Home Economics, and she currently serves as the State Chair for UGA Extension's Joint Council of Extension Professionals.

Ms. Moore has proven herself an exceptional agent, as evidenced by her strong work ethic, willingness to work hard, and her strong desire to improve the lives of families and children in her community. Without a doubt, Susan Moore is eminently qualified run for the National Extension Association of Family and Consumer Sciences (NEAFCS) position of Vice President of Professional Development.

If you have any questions, please feel free to contact me.

Sincerely,



Arch D. Smith  
Southeast District Extension  
Interim District Extension Director

