

2023 HACR YHCA Nomination Form

FINAL

Start of Block: WELCOME TO THE 2023 HACR YHCA ONLINE NOMINATION FORM

Q1 WELCOME TO THE 2023 HACR YHCA NOMINATION FORM

As the Hispanic community continues to grow in both population and in economic buying power, companies that value their internal cultural diversity and utilize the leadership of their in-house Hispanic decision makers, achieve greater success than companies that lack Hispanic inclusion.

For over 35 years, the Hispanic Association on Corporate Responsibility (HACR) has partnered with companies across all industries and sectors to provide data, best practices and other resources that support the inclusion of Hispanic decision makers in mid-level, c-suite and corporate board roles and pipelines. HACR recognizes the successes of companies that are committed to the inclusion of, and supports those that are striving to include, Hispanics in the areas of Employment, Procurement, Philanthropy, and Governance. Our proprietary HACR Young Hispanic Corporate Achievers™ Program is a unique program designed to increase the number of Hispanics positioned for the executive career track in corporate America.

Q2 ABOUT THE HACR YOUNG HISPANIC CORPORATE ACHIEVERS™ PROGRAM

The HACR Young Hispanic Corporate Achievers™ (YHCA) was launched in 2007 to recognize the outstanding achievements of young Hispanic professionals in Corporate America and further the HACR's vision to increase the number of Hispanics on corporate boards. The annual program recognizes high-potential Hispanics at Fortune 500 and/or HACR Corporate Member companies. Finalists are selected based on their demonstrated leadership qualities and capabilities within their respective corporations and have a deep commitment to the Hispanic community.

Candidates from across the country are nominated by their respective companies and are selected after a review and assessment of their leadership and advocacy skills, professional experience, and community involvement. Once selected, HACR YHCA 2023 finalists participate in an intensive leadership advancement experience designed with a hybrid structure. Finalists will engage in virtual and in-personal leadership advancement trainings designed around the themes of identity and DEI, professional development and leadership, and community involvement.

Finalists will be organized into one of two cohorts. Each cohort will complete the virtual modules within their respective cohort. The two cohorts will be united during the three-day in-person training component, taking place during the HACR Executive Programs conference on June 11-15, 2023 in San Francisco, CA.

The 2023 HACR YHCA program will include. Between 15 and 20 hours of intensive, virtual leadership development and three-days of dynamic in-person training. Learning and development modules focused on topics such as intersectional leadership, personal branding, negotiation, emotional intelligence, ERG leadership and strategy, community engagement and corporate board readiness. Networking opportunities with YHCA alumni and attendees of HACR's Executive Conference. A black-tie awards ceremony.

Q3 COMPANY COMMITMENT

If a candidate from your company is selected for the 2023 HACR YHCA program, the company will commit to the following:

- The company agrees to pay the program registration fee of \$4,000 (for HACR member companies) or \$5,250 (for non-HACR member companies).
 - The company agrees to pay the cost of travel and lodging for the finalist to attend the HACR Executive Programs conference on June 11-14, 2023 in San Francisco, CA.
 - The company agrees to make a reasonable effort to prioritize the finalists' full participation in all training modules, both virtual and in-person.
-

Q4 PLEASE READ ALL THE DETAILS BELOW CAREFULLY.

NOMINEE ELIGIBILITY REQUIREMENTS

Must be 25-40 years old at the time the award is received (June 4, 2023) in San Francisco, CA.

Must be of Hispanic descent*.

Must be a U.S.-based employee at a *Fortune 500* and/or HACR Corporate Member company.

Have demonstrated leadership qualities and capabilities within their respective companies.

Have demonstrated a commitment to the Hispanic community.

Must attend all virtual modules of the program and the entire duration of the in-person component (June 11-14, 2023 in San Francisco)

[*HACR has adopted the Office of Personnel Management's \(OPM\) definition of Hispanic.](#)

Q5 SUBMISSION GUIDELINES

The 2023 HACR YHCA Nomination Form and the [2023 HACR YHCA Signature Page](#) must be submitted at the time the electronic nomination is submitted. All applications must be submitted by 5:00 PM EDT on Friday, September 30, 2022, incomplete nomination forms and the signature page will not be considered.

There is no cost associated with participating in the nomination process. Selected finalist will be required to submit a registration fee of \$4,000 for HACR Corporate Member and \$5,250 for Non Corporate Members at the time of registration to confirm their participation. The company agrees to cover the cost of travel and lodging associated with attending the program, should its nominee(s) be selected. Attendance to the full, in-person training component is required to successfully complete the program.

Final submission must be approved and signed by the SVP of Human Resources or Chief Diversity Officer AND the Nominator. Nominations that do not have the appropriate signatures will not be considered. Nominees cannot self-nominate. Previous HACR YHCA finalists are ineligible to participate. The company may submit up to three nominations for consideration. The company must receive email verification from HACR acknowledging receipt of nomination form(s). Supplemental materials (i.e. letters of support, resumes, etc.) will not be accepted.

We recommend using this document to make completing the online form easier by downloading a copy of the document to your computer, saving all responses to the copy, and then copying and pasting the responses to the online form when you are ready to submit.

ALL nominations must be submitted online! Hard copy, faxed or emailed forms will not be accepted.

EVALUATION CRITERIA

The nominee's candidacy will be evaluated in the following areas:

Education

Professional Experience

Community Involvement & Volunteerism
Leadership & Advocacy Skills

Nominations are evaluated by an independent review panel. For questions or more information about the HACR YHCA program, please write us at YHCA@hacr.org or call the HACR Office at 202-682-4012.

End of Block: WELCOME TO THE 2023 HACR YHCA ONLINE NOMINATION FORM

Start of Block: INSTRUCTIONS & FAQ's

Q6 NOMINATION FORM INSTRUCTIONS & HELPFUL TIPS

PLEASE READ CAREFULLY: Although not required, it is easiest to complete and submit your nomination in one sitting. In order to save partial information and return to complete it later, you must use the same computer & browser, AND ensure the cookies on your computer have not been cleared. If the cookies on your device are cleared, the form will not remember your information. (HACR recommends using Safari or Chrome)

Please read the [2023 HACR YHCA NOMINATION GUIDE](#) before starting your nomination form.

When answering the questions, DO NOT leave any items blank. Instead, indicate "N/A" if an item does not apply.

You will have an opportunity to **download a PDF copy** of your responses after submitting your nomination form. We recommend that you **retain a copy** for your records.

End of Block: INSTRUCTIONS & FAQ's

Start of Block: ELIGIBILITY CHECK AND COMPANY INFORMATION

Q7 Is the nominee an employee at a [Fortune 500@company](#)?

Yes

No

Q8 Is the nominee an employee at a [HACR Corporate Member Company](#)?

Yes

No

Q9 Nominee Full Name

First Name _____

Middle Name or Initial _____

Last Name _____

Q10 How old will the nominee be by the conclusion of the 2023 HACR YHCA Program, June 14, 2023?

Q11 Does the nominee identify as Latino as defined by the [Office of Personnel Management's \(OPM\) definition of Hispanic](#)?

Yes

No

Q12 Company Name

Q13 Division/Business Unit

Q14 Nominee Title

Q15 Nominee Work Telephone
(xxx-xxx-xxxx)

Q16 Nominee Work Email

Q17 Nominee LinkedIn Profile Link

Q18 Nominator Full Name

Q19 Nominator Title

Q20 Nominator Email

Q21 If the nominator is not the nominee's direct supervisor. Please also provide the supervisor's contact information.

Supervisors Full Name

Q22 Supervisor Title

Q23 Supervisor Email

Q24 What is the largest number of employees the nominee has directly managed?

- Nominee has not managed any employees.
- 1 - 5 employees
- 6 - 10 employees
- 10 - 20 employees
- 20-30 employees
- 31+ employees

Q25 Does the nominee currently manage "managers" or "individual contributors?"

- Managers
 - Individual Contributors
 - Both
 - Neither, the nominee has not managed any direct reports
-

Q26 What is the largest budget (in dollars) the nominee has managed?

- The nominee has not managed a budget.
 - < 5 million dollars
 - 5 - 9.9 million dollars
 - 10 - 14.9 million dollars
 - 15 - 24.9 million dollars
 - Over 25 million dollars
-

Q27 In what areas of business does the nominee have professional, concentrated expertise (defined as more than five years of experience). Check all that apply:

- Sales
- Communication & Marketing
- Operations
- Diversity, Equity and Inclusion
- Human Resources
- Finance & Accounting
- Business Development & Strategy
- Procurement/Supply Chain
- General Counsel/Regulations/Compliance
- Philanthropy/CSR/ESG

End of Block: PROFESSIONAL LEADERSHIP

Start of Block: COMMUNITY LEADERSHIP

Q28
COMMUNITY LEADERSHIP

Please answer all questions. Do not leave any items blank. Please indicate "N/A" if an item does not apply.

Has the nominee served on any nonprofit boards **between 2018-2022**? Examples include, but are not limited to: professional associations, alumni associations, philanthropic organizations & charities

- Yes
- No

Q29 If yes, please list organizations(s):

	Organization(s)	Organizations website	Board Role (i.e. committee chair, committee member, executive committee position, at-large member etc.)	Average Hours Spent per/year on board leadership commitment	Years on the board
Line 1					
Line 2					
Line 3					
Line 4					
Line 5					

Q30 Has the nominee been a volunteer with any community organization (an organization external to the company) between 2018 - 2022 (excluding board service)

Yes

No

Q31 VOLUNTEER ACTIVITIES BETWEEN 2018 - 2022

Please list the organization(s), role(s) and total number of hours the nominee has volunteered each year **between 2018 - 2022**.

***Total Annual Hours: only enter numbers (3 digits max)**

	Organization(s)	Total Annual Hours*
2022		
2021		
2020		
2019		
2018		

Q32 PROFESSIONAL LEADERSHIP

Is the nominee **currently** a member of a **professional** organization? Examples include, but are not limited to Society for Human Resource Management, National Bar Association, Association for Financial Professionals, your company's ERG, affinity group, etc.

If yes, please list organization(s), spelling out its complete name. No acronyms, please.

	Organization(s)	Role (i.e committee chair, committee member, executive committee position, at-large-member etc.) if applicable	Is this organization a Hispanic-focused organization Y/N
Line 1			
Line 2			
Line 3			
Line 4			
Line 5			

Q33

If the nominee has served on a for-profit corporate board of directors or a corporate advisory board **between 2018- 2022, please list it below.** List the organization(s) and position(s) for the

boards on which they serve, or have served.

	Company	Role (i.e committee chair, committee member, executive committee position, at-large-member etc.) if applicable	Years involved (yyyy to yyyy)
Line 1			
Line 2			
Line 3			
Line 4			
Line 5			

Page Break

End of Block: COMMUNITY LEADERSHIP

Start of Block: OPEN STATEMENTS

Q34 OPEN RESPONSES

What are the nominee's leadership's strengths? (Please keep responses to a maximum of 250 words.)

Q35 Please have the nominee craft a "statement of purpose," and enter it here.

Q36 Please have the nominee answer this question: Once you have completed the HACR Young Hispanic Corporate Achievers program, how will you use your learnings to impact the community and your organization? (250 words).

End of Block: OPEN STATEMENTS

Start of Block: RESUME AND EDUCATIONAL BACKGROUND

Q37 FORMAL EDUCATION

What is the highest degree or level of education the nominee has completed? (If degree is pending, please specify anticipated completion date.).

- High School Diploma
 - Some College
 - Associate's Degree
 - Bachelor's Degree
 - Master's Degree
 - Doctorate
-

SAMPLE

Q38 CONTINUING EDUCATION

Please list all certifications and professional/personal development training COMPLETED internally or **externally between 2018 - 2022**.

Examples include, but are not limited to: Society for Human Resource Management (SHRM); Certified Public Accountant (CPA) Project/Program Management Professional (PMP); Continuing Legal Education Credits (CLE); Other Continuing Education Units (CEU's); Six Sigma Professional development workshops; Trainings (internal or external) Conferences, etc.

Please spell out the full name of the course/credits. No acronyms please.

***Completion year is required.** If pending, please specify anticipated completion date.

	Name of course/Certification/Training	Type of Program/Course/Training	Year Completed* (mm/yyyy)
Line 1			
Line 2			
Line 3			
Line 4			
Line 5			

Q39 PROFESSIONAL EXPERIENCE

Please list all employment history since 2007 (this includes military service and different positions within the same company).

	Employer Name	City & State	Job Title	Dates Employed (mm/yyyy) i.e. From 10/2017 - 06/2021
Line 1				
Line 2				
Line 3				
Line 4				
Line 5				

Q40 For the positions listed above, what is the nominee's total number of years in the workforce.*

*Total number of years in the workforce should equal the sum of all professional experience.

0 3 6 9 12 15 18 21 24 27 30

Years	
Months	

Q41 Has the nominee been a part of any other leadership development programs? If yes, please list below:

	Program	Hosting Organization	Year Completed (mm/yyyy)
Line 1			
Line 2			
Line 3			
Line 4			
Line 5			

Page Break

Q42 Please list any and all awards and/or recognitions bestowed by a corporate, public, private, or nonprofit organization(s) **between 2018 - 2022**.

Examples include, but are not limited to: Awards given by the company or a supervisor; Honor or recognition given by an outside organization "40 under 40" recognitions

	Award Name	Description
2022		
2021		
2020		
2019		
2018		

SAMPLE

Q43 AWARDS AND RECOGNITIONS

Has the nominee been featured in a publication or electronic media **between 2018 - 2022**?

Examples include, but are not limited to the following publications featuring or authored by the nominee: Internal company newsletters; Articles & research papers; Trade or professional magazines; Newspaper articles; Books; Blog articles

If yes, please provide details below.

- Yes _____
- No

End of Block: RESUME AND EDUCATIONAL BACKGROUND

Start of Block: PERSONAL DEMOGRAPHICS

Q44 Does the nominee identify as Afro-Latino/a/x?

- Yes
- No
- Prefer not to answer

Q45 Does the nominee identify as a member of an indigenous community?

- Yes
 - No
 - Prefer not to answer
-

Q46 Does the nominee identify with any of the following genders?

- Female
 - Male
 - Transgender
 - Genderqueer/Non-Binary
 - The nominee's identity is not listed
 - Prefer not to answer
-

Q47 What is the nominee's sexual identity?

- Heterosexual
- Gay/Lesbian
- Bisexual
- Queer
- The nominee's orientation is not listed
- Prefer not to answer

End of Block: PERSONAL DEMOGRAPHICS

Start of Block: 2023 HACR YHCA SIGNATURE PAGE

Q48 [HACR YHCA Signature Page](#)

The 2023 HACR YHCA Signature Page must be signed by both the Nominator AND company SVP of HR or Chief Diversity Officer.

NOMINATIONS WILL NOT BE CONSIDERED IF INCOMPLETE

End of Block: 2023 HACR YHCA SIGNATURE PAGE

Start of Block: NOMINEE ACKNOWLEDGMENT

Q49 I, acknowledge that selected finalist will be required to submit a registration fee of \$4,000 for HACR Corporate Member and \$5,200 for Non Corporate Members to confirm their participation in the program.

- Agree** (by choosing this option, your 2023 HACR YHCA application will be considered submitted)
- Do Not Agree**
-

Q50

ALL NOMINATIONS MUST BE RECEIVED BY 5:00 PM EST ON **FRIDAY**, SEPTEMBER 30, 2022. LATE NOMINATIONS WILL NOT BE CONSIDERED.

Please double check that the signature page required for the nomination is signed and submitted.

By selecting SAVE & CONTINUE you agree to the terms and are OFFICIALLY submitting your nomination form.

The next page will display a confirmation message and a summary of your responses. Please download and save a copy for your records.

End of Block: NOMINEE ACKNOWLEDGMENT
