

Tips for Completing Your Application

The application process begins with completing the online NELLIS application at <http://nelib.org/advance-your-career/nells/>

Completed applications will be sent to the Maine Selection Committee for review.

What is the committee looking for?

- Demonstrate a long term commitment to libraries and to community service.
- Give examples of leadership from both your personal life and career. Use different kinds of examples to show that you understand the “big picture”.
- Treat the application like a cover letter for a job interview. Sell yourself!
- Answer questions clearly and concisely within the number of words allotted for each answer.
- Emphasize what you can bring to the group as well as what you seek to gain.
- Provide three references. As with a job application, consider previous supervisors, directors, and colleagues, especially those who have demonstrated the professional and community leadership indicated in the questions. At least one of the three references should be your current supervisor or director.
- Include supervisor’s letter of commitment/support