



BOARD MEMBER APPLICATION AND POSITION DESCRIPTION

Overview

The Friends for Survival, Inc. Board governs the overall execution of the organization's mission. Principally, the Board manages organizational finances and sets long term priorities for programs. Additionally, the Board oversees the Executive Director, who is responsible for day-to-day management of the organization. Overall, the members of the Board contribute the educational, management, legal, and financial skills needed to ensure long term organizational stability and ensure year-to-year bereavement support activities to help family and friends after a suicide loss.

The Board of Directors has a maximum of fifteen (15) voting members. Terms are for two (2) years.

Board Member responsibilities include attendance at regular board meetings, as well as tele-conference meetings and active electronic conversations as part of Board committees. Board members also hold a fiduciary responsibility for management of organizational capital and ensuring appropriate filings with federal, state, and local authorities consistent with the organization's status as a 501(c)(3) nonprofit organization.

Declaration of Candidacy

Board positions require a time and energy commitment that should not be underestimated. Candidates are urged to consider personal priorities for the next year as well as the ways to contribute to the development of the organization.

Resources available to prospective members:

- Organizational Documents: Strategic Plan, Bylaws, FY Budget, Operating Principles, and others upon request
- Program Overview & Calendar of Events

To apply:

- Submit the one-page Board Application (page 2 of this document) and your résumé via email to Susan J. Reynolds at rbs@cwo.com. PLEASE WRITE "NEW BOARD MEMBER APPLICATION" in the subject line.
- Copies of the one-page application will be distributed to those selecting members and will aid in understanding how you would like to contribute to the organization's work.

Time and Financial Considerations

Meetings:

- Board Meetings: last Monday of the month, 7:00 pm – 8:30 pm at Friends for Survival, Inc. admin office
- Committee Work (generally by email)
- Annual Meeting
- Annual Fundraiser- board participation needed/required

Donations: As with any Board, members will be solicited for a cash or in-kind donation; 100% participation is sought; the amount is optional but we ask that board members consider giving at a leadership level. Board members should maintain an active membership status during their term.

Application for Friends for Survival, Inc. Board Candidacy

Name	
School / Company	
Current Occupation	
Contact Details	
<u>Address</u>	
<i>Telephone</i>	
<i>Cell Phone</i>	
<i>E-mail</i>	

We want to understand your views on current operations and how your potential contributions might fit with the organization’s vision. Please answer the following questions. Limit your response to this page/the space provided. Address and contact information will not be distributed. Please also send your résumé or to: Susan J. Reynolds at rbs@cwo.com.

1. Please **briefly** describe your academic and professional background, and other relevant experience, special skills, etc.

2. Why do you seek a position on this board?

3. Please briefly outline the specific skills you bring, or contributions you hope to make, to this board.

4. Are you currently serving on a board of directors for another organization? If so, please list organization name and your position/role.

5. What is your preferred method of contact/communication? Email Phone Call Text Message