# Board Application AND DESCRIPTION

#### **Overview**

The Board of Trustees of DJ Bling Foundation governs the overall execution of DJ Bling Foundation’s mission. Principally, the Board manages organizational finances and sets long term priorities for programs and services to include the development and funding. Additionally, the Board oversees the Chief Executive Officer (CEO), who is responsible for day-to-day management and representation 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 excellence in the execution of community outreach and our mission.

The Board of Directors has up to seven (7) voting members. Terms are for 4 years.

Board Member responsibilities include attendance at regular board meetings (average 12 per year), as well as teleconference meetings and active electronic conversations as part of Board committees. In some years the Board has held additional meetings. 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. The attendance policy allows for removal if three consecutive meetings are missed without notice.

***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
* Email the Board Secretary at [info@djblingfoundation.org](mailto:info@djblingfoundation.org) with questions.

To apply:

* Submit the one-page Board Application (page 2 of this document) and your résumé to [info@djblingfoundation.org](mailto:info@djblingfoundation.org). PLEASE WRITE “NEW BOARD MEMBER APPLICATION” in the subject line.
* Copies of the one-page application will be distributed to voting members of the board and will aid in understanding how you would like to contribute to the organization’s work.

***Time and Financial Considerations***

Meetings:

* Board Meetings- Every 3rd Friday of every month
* Committee Work (generally by email)
* Annual Back 2 School Event – board participation needed/encouraged
* Annual Fundraising - board participation required

Donations: As with any Board, members may be solicited for a cash or in-kind donations; 100% participation is sought; the amount is optional but we ask that board members consider giving at a leadership level. Board members should be invested in the mission of DJ Bling Foundation as much, if not more, than anyone.

***Application for DJ Bling Foundation Board Candidacy***

|  |  |
| --- | --- |
| Name |  |
|  |  |
| School / Company |  |
|  |  |
| Current Occupation |  |
|  |  |
| Contact Details |  |
| *Address* |  |
| *Telephone* |  |
| *Cell Phone* |  |
| *E-mail* |  |

**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 CV to:** [**info@djblingfoundation.org**](mailto:info@djblingfoundation.org)**.**

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

**ONLY THIS SINGLE PAGE WILL BE DISTRIBUTED TO COMMITTEE MEMBERS ALONG WITH YOUR CV OR RESUME.**