

Chanco on the James, Inc.
Nomination to the Board of Directors
Information Worksheet

Thank you for considering service to Chanco's Board of Directors. Chanco's board is comprised of talented individuals with a passion for Chanco's ministry. Chanco's board oversees Chanco's budget, property, fundraising and programs and generally meets monthly in committees or as a full board. Chanco's board is a "working board" in that we ask for a commitment to share Chanco's programs with your parish, support the Annual Fund with a donation, and volunteer on work weekends (as you are able) in addition to board service.

Summary of Chanco Board member duties:

- Help sell Chanco's programs (camp and retreats/retreat facilities)
- Recruit volunteers
- Participate in and contribute to fundraising
- Serve on at least one committee
- Attend all regular board meetings
- Visit the camp/retreat in session at least once per year (participation in a program or observation of summer camp)
- Serve Chanco as a steward and ambassador
- Must complete Safe Church training prior to first board meeting

Every board member serves on the board as well as a committee. Our committees are organized in "clusters" and our clusters include the following:

- **Finance:** Budget, Compensation, Fundraising, Marketing, Change for Chanco youth fundraising program, Scholarships, Grants, and Gifts/Bequests
- **Program:** Summer Camp, Youth/Young Adult programming, Adult programming, Diocesan, Community
- **Properties:** Facilities, Grounds, Long Range Plans, Short Term Goals, Volunteers, Waterfront/Pool, Ropes
- **Development:** Annual Fund, gratitude gatherings, legacy giving, endowed funds, scholarship, potential capital campaign

The clusters meet periodically throughout the year and work with the staff and other cluster members to strategize on current and future plans and present to the board.

All board applicants must be a member in good standing of an Episcopal church in the Diocese of Southern Virginia. Our board members truly make the difference and considerable growth in fiscal strength, camp numbers and property improvements have all been made in recent years thanks to the hard work and efforts of our board members. Questions? Contact Executive Director Gareth Kalfas at director@chanco.org or 888-7CHANCO (888-724-2626). Board applications should be sent to Gareth at director@chanco.org. Thank you for your prayerful consideration of this valuable service to Chanco and our diocese.

1. Applicant Name: _____

2. Mailing Address: _____

City, State, Zip: _____

3. Church and city: _____

4. Convocation number: I II III IV V VI VII VIII IX (circle one)

5. Telephone numbers: (please check in box for the best number to reach you)

Home: _____

Office: _____

Cell: _____

6. Email address: _____

(Board materials will be sent via email, so you will need access to a computer and to Word, Excel, and PDF since most attachments will be sent using these programs.)

7. Please share with us why you would like to join the Chanco Board of Directors.

8. Every board member is to be an active member of at least one working committee. Please indicate your preference. Our committees are organized in “clusters” and our clusters include the following:

- **Finance:** Budget, Compensation, Fundraising, Marketing, Change for Chanco youth fundraising program, Scholarships, Grants, and Gifts/Bequests
- **Program:** Summer Camp, Youth/Young Adult programming, Adult programming, Diocesan, Community
- **Properties:** Facilities, Grounds, Long Range Plans, Short Term Goals, Volunteers, Waterfront/Pool, Ropes
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Cluster Preference : _____

Applicant Name: _____

9. Experience (What skills, background, expertise do you have to help Chanco? What experience do you have working in the preferred cluster designation?):

10. Please note if you will have any issues attending monthly/bi-monthly meetings at Chanco on the James (typically the 3rd Tuesday of the month at 4 pm) and periodic Cluster meetings (scheduled at the convenience/consensus of the Cluster members).

Applicant Signature: _____