



### **Board of Directors Application Form**

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Thank you for your interest in serving as a member of the Board of Directors of the New Lisbon Chamber of Commerce. Serving on the board is a rewarding experience and an opportunity for professional growth. Completing this form will help you understand the skills and time/resource commitments of this leadership position.

You may find it helpful to read through the entire application and description before you begin filling it out. Please return the completed application to the New Lisbon Area Chamber of Commerce, 119 E Bridge St, New Lisbon, WI 53950.

This application will be kept confidential and on file at the Chamber office. Applications are used by the Chamber's Executive Board Committee to identify and evaluate potential board candidates. Directors are elected by a majority vote of current board members.

#### **Member of the Board Job Description**

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1. Serves a minimum of a two (2) year term.
2. Accountable to the Chamber Board of Directors.
3. Attends board meetings and important related meetings on a regular basis. The Full Board of Directors meets the 2<sup>nd</sup> Tuesday of each month at 5:30pm.
4. Makes a serious commitment to participate actively in Chamber committee work and Wa Du Shuda Days.
5. Some night and weekend volunteerism required.
6. Volunteers for and willingly accepts assignments and completes them thoroughly and on time.
7. Stays informed about committee matters, prepares themselves well for meetings, and reviews and comments on minutes and reports.
8. Builds a working relationship with other committee members that contribute to consensus.
9. Participates in the committee's annual evaluation and planning efforts.
10. Participates in membership recruitment for the organization.
11. Participates in fund raising for the organization.

## **CANDIDATE INFORMATION**

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Name: \_\_\_\_\_

Position/Title: \_\_\_\_\_

Employer: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Web: \_\_\_\_\_

Number of Years with Present Employer: \_\_\_\_\_

Educational Background: \_\_\_\_\_

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Work History: \_\_\_\_\_

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Chamber Participation: \_\_\_\_\_

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Community Activities: \_\_\_\_\_

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Other Memberships, Achievements, etc: \_\_\_\_\_

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## **Board Candidate Questionnaire**

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1. Why do you want to be a board member?
  
  
  
  
  
  
  
  
2. Will you be engaged – giving your time, energy and resources to support the work and mission of the New Lisbon Chamber of Commerce?
  
  
  
  
  
  
  
  
3. What talents do you feel you could contribute to the success of the Chamber?
  
  
  
  
  
  
  
  
4. Why is being part of the Chamber important to you and your organization?
  
  
  
  
  
  
  
  
5. Will you be an advocate for the Chamber by recruiting new members, fundraising, and speaking positively about the work of the organization?
  
  
  
  
  
  
  
  
6. Are you able to attend the meetings regularly and actively participate with Wa Du Shuda Days?
  
  
  
  
  
  
  
  
7. Are you able to volunteer in the evenings and some weekend?