

Chanco on the James Board of Directors Application Form

Chanco on the James is a spiritual center for formation and growth through summer overnight camp and yearly retreats in the Episcopal Diocese of Southern Virginia. We welcome all ages, races, ethnicities, and cultures with Christian hospitality. Our mission is to provide a relaxed, comfortable environment to promote spiritual, personal and professional growth.

Our mission has endured more than a century! Celebrating our 53rd year, we continue to connect annually with more than 2,500 individuals as retreat guests, summer counselors and campers—now legacies sending their kids, Cursillistas, or Happeners at youth weekends. Chanco is truly about our collective stories of strengthened relationships. Our community, in its simplest form, provides a place where we—youth and adults alike—can be ourselves, explore our faith, learn to understand each other and ourselves without fear of being judged. This is something we cannot find around every corner, but here at Chanco all our youth and adults find friendships and a love of God.

Thank you for considering service to Chanco's Board of Directors at a time of transformational changes to our physical plant as well as our enhanced programming abilities. Chanco's Board is comprised of talented individuals with a passion for Chanco's ministry. Chanco's board oversees Chanco's budget, marketing, property, fundraising and programs. Chanco's board is a "working board" in that we ask for a commitment for meeting monthly either in committees or as a full board, to share Chanco's programs with your parish, support our mission with a donation, and volunteer your talents to further our efforts.

Summary of Chanco Board Member Duties

- Attend all regular board meetings
- Visit a camp/retreat event at least once per year
- Assist Chanco as a steward and ambassador in the community
- Serve on at least one committee
- Help publicize/promote Chanco's programs (camp/retreats/facilities)
- Recruit volunteers
- Participate in and contribute to fundraising as one of your top philanthropic priorities
- Complete *Safe Church* or other trainings as required of all board members
- All board applicants must be a member in good standing of an Episcopal church in the Diocese of Southern Virginia
- Board materials will be sent via email and video meetings may be required, so you will need access to a computer using these programs: Zoom, Word, Excel, and PDF.

Every board member serves on the board as well as a committee. The committees meet periodically throughout the year and work with the staff and other committee members to

strategize on current and future plans to present to the board. Our committees include the following:

- **Development/Marketing:** Managing promotional materials and all fundraising for Chanco, including the annual fund, gratitude gatherings, legacy giving, endowed funds, scholarship, Change for Chanco—the youth fundraising program, grants, bequests and *The Campaign for Chanco on the James*—our \$3.55 M comprehensive campaign concluding December 2021
- **Finance:** Oversight of Budget, Compensation, Fundraising Management, and Operations (including Policies and Procedures)
- **Program:** Develop, communicate and evaluate quality programs that address the priorities for our mission and ministry each year. Available to give input on other events or policies for all events.
- **Properties:** Responsible for the annual management of Chanco's 125 acres with numerous structures and waterfront. The committee works with Chanco's Executive Director and property manager to seek short and long-term solutions for improvement projects and priorities. Plan and manage volunteer work weekends annually.

We welcome your application. Questions or applications: Contact board member the Very Rev. Susan Grimm at hospitality@chanco.org or 888-7CHANCO (888-724-2626). Thank you for your prayerful consideration of this valuable service to Chanco and our diocese.

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1. Applicant Name: _____
2. Mailing Address: _____
City, State, Zip: _____
3. Email address: _____
4. Church and city: _____
Convocation number: I II III IV V VI VII VIII IX (circle one)
5. Telephone numbers: (please check one box for the best number to reach you)
Home: _____ ☐
Office: _____ ☐
Cell: _____ ☐

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.
 - ☐ **Development/Marketing**
 - ☐ **Finance**
 - ☐ **Program**
 - ☐ **Properties**

Applicant Name: _____

9. Experience (What skills, background, expertise do you have to help Chanco as well as for your preferred committee designation?):

10. Please note if you will have any issues attending monthly/bi-monthly meetings at Chanco on the James (typically the 2st Tuesday of the month at 4 pm) and periodic committee meetings (scheduled at the convenience/consensus of the committee members).

Applicant Signature: _____

Date: _____