



## BOARD MEMBER APPLICATION

**Board Mission:** To inspire and facilitate film and media production throughout Monterey County, creating positive economic impact.

### BOARD OVERVIEW

**Size:** The Board consists of a minimum of seven members and a maximum of 15.

**Terms:** Three-year term, subject to re-election for additional three-year term.

**Meetings:** Board meetings are typically held every other month on the 3<sup>rd</sup> Thursday from 6-8 p.m.

**Committees:** Executive, Government Affairs, Finance, Nomination/Personnel, Scholarship, Reel Friends/Revenue Generation, and Marketing which meet in alternating Board meeting months.

### BOARD'S ROLE

The Board's role is to govern, in other words to guide the organization in successfully accomplishing its mission. Board members act as trustees of the public's money since a nonprofit organization uses the public's money to exist. Board members are volunteers who agree to abide by the Board Roles & Responsibilities including helping to raise funds. Board members may also assist staff in completing other tasks and projects that require more time than is possible for staff alone to complete.

### BOARD COMMITMENT

Each board member is expected to fully participate in the functions, programs and projects of the MCFC and will be required to annually sign a Statement of Understanding and Conflict of Interest and Ethics Policy. This includes fundraising, seeking out sponsors and donations, supporting MCFC events with time and money, and actively serving on at least one board committee. Board members are also required to pay \$100 in annual Board dues (Jan. 1 – Dec. 31).

### SELECTION PROCESS

- 1 - Attend an MCFC Board meeting.
- 2 - Participate in a meeting with one of the Board members and a Staff member to clarify your interests and get your questions answered.
- 3 - Provide a letter of interest stating your reasons for wanting to serve on the Board of Directors and any special qualifications, skills or field of interest you can bring to the organization.
- 4 - Complete the MCFC Board Member Application Form (below) and attach resume and photo ID.
- 5 - Complete the interview process with the Nominating Committee.

The Nominating Committee will then review the applicant's qualifications. If selected, the applicant will be placed on a ballot to be voted on by the entire MCFC Board of Directors. Newly elected board members will be notified by phone or mail and a date for a new board member orientation will then be set up.

**Monterey County Film Commission Board Member Application (continued)**

**NAME:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_

**EMAIL ADDRESS:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**HOW LONG HAVE YOU BEEN A MONTEREY COUNTY RESIDENT?** \_\_\_\_\_

**CITY OF RESIDENCY:** \_\_\_\_\_

**BUSINESS NAME (OR EMPLOYER):** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**SKILLS**

**Please check the following areas where your expertise could assist the Board in reaching its goals and responsibilities to the community:**

\_\_\_ Accounting/Finance

\_\_\_ Legal Background

\_\_\_ Business/Corporate

\_\_\_ Marketing/Public Relations

\_\_\_ Nonprofit Management

\_\_\_ Grant Writing

\_\_\_ Event Planning

\_\_\_ Sales

\_\_\_ Fundraising

\_\_\_ Strategic Planning

\_\_\_ Human Resources

\_\_\_ Education

**BACKGROUND**

**Please check all fields below that apply to your experience:**

\_\_\_ Agriculture

\_\_\_ Business & Industry

\_\_\_ Law Enforcement

\_\_\_ Environment

\_\_\_ Hospitality/Tourist

\_\_\_ Nonprofit

\_\_\_ Government

\_\_\_ Motion Picture, TV, Performing Arts

\_\_\_ Health

\_\_\_ Finance/Investment

\_\_\_ Retail

\_\_\_ Advertising

\_\_\_ Other: \_\_\_\_\_

**Monterey County Film Commission Board Member Application (continued)**

Have you previously served on the MCFC Board?    Yes     No

If so, when \_\_\_\_\_ and reason for leaving \_\_\_\_\_

Other nonprofit boards, committees, or work groups, etc. you have been a member of and your role:

Name of group	Type (board, committee, etc.)	Your role	Length of service

Describe the leadership and other qualities you think are needed to be a good team member:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What skills, experience, interests, wisdom and inspiration would you bring to the MCFC Board that would help MCFC accomplish its mission?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are you available and able to commit time (3-5 hours/month) to attend Board meetings, committees, and events on a regular basis?    Yes     No

Signature of Applicant

Date

Please attach a current resume and a copy of a photo ID which shows your current address.

*Thank you!*