



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 (7) to a maximum of fifteen (15) members.

Term: Three-year term, subject to re-election for additional three-year terms.

Meetings: Board meetings are typically held every other month on the 2nd Thursday from 6:30 – 8:30 p.m. (currently meetings are held virtually due to COVID-19).

Committees: Standing Committees: Executive, Bylaws, Policies, Strategic Plan, & Government Affairs, Finance, Nominating & Board Development, and Personnel. Ad-Hoc Committees: Marketing Development, Reel Friends (Revenue Generations), Scholarship, and Advisory Council. Committees generally 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 which includes 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 Monterey County Film Commission (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's 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 – Submit a MCFC Board Member Application Form (below) and attach resume and photo ID.
- 5 - Complete the interview process with the Nominating Committee.

Monterey County Film Commission Board Member Application (continued)

The Nominating Committee will 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/mail and an orientation date will be scheduled.

NAME: _____ **DATE:** _____

MAILING ADDRESS: _____

EMAIL ADDRESS: _____ **PHONE:** _____

HOW LONG HAVE YOU BEEN A MONTEREY COUNTY RESIDENT? _____

HOME ADDRESS: _____

BUSINESS NAME (OR EMPLOYER): _____

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

Thank you!