



(SRPNEF)

APPLICATION FOR BOARD POSITION

The SRPNEF is accepting applications for positions on its Board of Directors. Recommendations of potential candidates are open to SRPNEF members and supporters of the Foundation's mission. If you wish to submit a name for consideration (you can also submit your own name) please 1) obtain the consent of your candidate, 2) share the attached Board Member Job Description with the candidate, and 3) drop off this completed application to the SRPNEF office at the Visitor's Center at the Santa Rosa Plateau Ecological Reserve at 39400 Clinton Keith Road in Murrieta, or mail it to:

SRPNEF BOARD DEVELOPMENT COMMITTEE

P. O. BOX 941
Murrieta, CA 92562

To safeguard the integrity of the nominating process for Board vacancies, unsigned applications will not be considered.

SRPNEF MISSION STATEMENT

To educate and empower youth to appreciate, preserve and protect nature.



Santa Rosa Plateau

Nature Education

Foundation

(SRPNEF)

APPLICATION FOR BOARD OF DIRECTORS

() I recommend: Full Name _____ for consideration as an SRPNEF Board member.

Address _____ Tele # _____ Email _____

Profession: **Journalist** () Resume attached (please do so if possible)

() I am interested in serving on the Board and wish to submit my name for consideration.

My Name _____ Email _____

Address _____ Tele # _____

Profession _____ () Resume attached (please do so if possible)

() I am retired and I have attached my Resume

Please review the criteria that the Board Development Committee will be using:

1. Is the candidate (or are you) a Docent or a non-Docent community member? (Both are needed.)
2. Does the candidate (or do you) have the time to commit to monthly (evening) Board meetings and are they (you) willing to participate on committees?
3. Does the candidate (or do you) possess skills, talents and/or community affiliations that will benefit the Foundation's mission to help it raise funds and implement nature education program to support its mission?
4. Does the candidate (or do you) demonstrate a commitment to, and an appreciation of, the Reserve, the natural environment and the education of children?
5. Has the candidate (have you) received and read the SRPNEF Board Member Job Description?
6. What type of influence/contacts does the candidate (or you) have with regard to funding donors and resources?

The following information will be helpful to the Committee during the screening process:

1. Why are you interested in the Santa Rosa Plateau Nature Education Foundation?

2. What other volunteer organizations has the candidate (or you) been, or is currently, involved with? What does the candidate (or you) do for those organizations?

3. Does the candidate (or you) own their own business? What kind of business?

4. Describe area(s) of expertise/contribution you feel the candidate (you) can make. _____

() I have obtained the consent of the candidate I am recommending and provided them the Board Member Job Description. Signed: _____ Printed Name: _____

() I agree to have my name placed for consideration Signed: _____ Date: _____

THANK YOU!



BOARD MEMBER JOB DESCRIPTION

EXPECTATIONS

- Be informed about the Foundation's mission, goals, policies and services.
- Actively participate in all Board meetings, discussions and events, paying careful attention to your duties of care, loyalty and confidentiality.
- Be well prepared for all Board and committee meetings by reviewing the agenda and any supporting materials provided to you prior to the meetings.
- Be respectful and open to the potentially conflicting opinions and points-of-view of your fellow Board members.
- Review and be familiar with Foundation by-laws that are provided to you.
- Board members are required to also become members of the Foundation at a level that is comfortable to them.
- Board members (who are volunteers at a County facility) are expected to follow the Riverside County's Regional Parks & Open Space District requirements to be fingerprinted.

RESPONSIBILITIES

- Participate on at least one committee.
- Make an annual donation to the organization at a level commensurate with your resources and comfort level.
- Fulfill your fiduciary responsibilities, including reading, understanding and monitoring the financial statements and audit reports provided to you.
- Speak on behalf of the Foundation in the community.
- Contribute to the Foundation's fundraising efforts by providing and cultivating sponsors and donors.
- Be willing to sign a Conflict of Interest and/or Code of Ethical Conduct policy statement each year.

RESTRICTIONS

- Do not act independently of the Board without prior express permission of the full Board.
- Publicly support all decisions made by the full Board, even if decisions conflict with your opinion and/or vote.
- Do not make special requests of staff without prior express permission of the Executive Director, President or full Board.