



BOARD MEMBER APPLICATION FORM

Date _____

Applicant/Nominee* _____

Organisation nominating (if applicable) _____

Applicant/Nominee Email _____

Applicant/Nominee Phone h) _____ w) _____ m) _____

Applicant/Nominee Address _____

** Strike out what doesn't apply*

Resume Attached

Brief Statement of Interest Attached - please describe why you would like to join the Board of Hockey Nelson and what skills you feel you can contribute.

Previous Experience on a Board: Yes No

If yes, please specify:

Specific Areas of Relevant Expertise: *Please select all that apply.*

Accounting or Finance

Community Relations

Event or Project Management

Fundraising

Human Resources/Personnel Management

Law

Marketing

Communications

Grant writing/assessment

Not-for-profit experience

Policy Development

Strategic Planning

Volunteer Coordination/Management

Other: _____

Board Member Job Description

Orientation and training is provided to make sure Board Members are comfortable and knowledgeable in their role; previous board experience is an asset but not required.

Qualifications

A team player with an interest in amateur sports, with the willingness to:

- Commit time for regular Board meetings, committee meetings and planning sessions
- Engage in critical thought and be committed to a vibrant future for the organisation
- Prepare well for meetings, reviewing and commenting on minutes and reports
- Listen well and be thoughtful in considering issues
- Get to know other board members and build a collegial working relationship that contributes to consensus
- Actively participate in the board's regular evaluation and planning efforts
- Understand the fiscal implications of decisions
- Attend special events
- Volunteer at special events, as required

Responsibilities

- Provide strategic leadership
- Be knowledgeable about the organisation's values, mission, programmes and performance
- Be an ambassador for the organisation and promote its work in the community
- Ensure the organisation's financial viability and sustainability
- Develop policy frameworks
- Employ and evaluate the performance of the Operations Manager
- Participate in fundraising efforts as required

To carry out these responsibilities, the Board meets monthly throughout the year. In addition to attendance at Board meetings, you may be required to participate on committees.

The Board is comprised of three (3) Appointed Members and four (4) Members elected at the Annual General Meeting, typically held in mid-February to mid-March of each year. Terms range from one (1) to three (3) years, and are staggered so that no more than half of the Board Members are being replaced or re-elected in any given year. Members may serve a maximum of three (3) consecutive three (3) year terms.

Applications and Nominations are to be made to the Board Appointments Panel, via the Operations Manager, Hockey Nelson, at manager.nelsonhockey.org.nz, or Ph: 03 547 9988
Or for more information contact David Munro, Chairperson, at davidjohnmunro@gmail.com or 0212375980.

For Committee Use Only

How did we connect with this applicant?:

- Recommendation by a current Board member
- Recommendation by Staff member
- Internal Society Volunteer Recruitment
- External / Public Advertisement
- Other _____

Application has been reviewed by the Panel Date: _____

Applicant has been interviewed the Panel Date: _____

Action Taken by the Board: _____

Date: _____