



Board Membership Application

Our Mission is to provide exceptional services, resources, and trusted care to support Benzie Seniors.

Personal Information			
Name			Date
Address			
City	State	Zip	County
Phone		Cell	
Email			
Present Employment			
Type of Business			
Previous Employment			
Type of Business			
Education			
Institution		Degree or Major	
Institution		Degree or Major	
Please list your past and present memberships on boards, committees and organizations: (business, civic, community, fraternal, political, professional, recreational, religious and social).			
Organization	Role or Title	Date of Service	
Organization	Role or Title	Date of Service	
Organization	Role or Title	Date of Service	
Organization	Role or Title	Date of Service	
Organization	Role or Title	Date of Service	
Please list notable achievements in your service to above organizations:			

Please describe your other volunteer experience.

Why are you interested in serving as a Benzie Senior Resources board member?

Describe your personal or professional expertise and/or interest in the field of aging.

What do you identify as major issues regarding the elderly and aging programs?

As a Benzie Senior Resources Board member, how can you best represent/advocate for the needs of the elderly in Benzie County?

Do you have some specific goals that you would like to see Benzie Senior Resources accomplish in the next few years?

Any additional information or comments you would like to make?

Please mark the skills and/or interest you bring to our board:					
<input type="checkbox"/>	Business Management	<input type="checkbox"/>	Administration	<input type="checkbox"/>	Accounting
<input type="checkbox"/>	Fundraising	<input type="checkbox"/>	Outreach/Advocacy	<input type="checkbox"/>	Grant Writing
<input type="checkbox"/>	Human Resources	<input type="checkbox"/>	Attorney	<input type="checkbox"/>	Banking
<input type="checkbox"/>	Education	<input type="checkbox"/>	Nonprofit Experience	<input type="checkbox"/>	Public Relations
<input type="checkbox"/>	Real Estate	<input type="checkbox"/>	Medical/Healthcare	<input type="checkbox"/>	Marketing
<input type="checkbox"/>	Campaign Planning	<input type="checkbox"/>	Strategic Planning	<input type="checkbox"/>	Event Planning
<p>Other unique talents or skill sets you bring as a board member?</p> 					

Please list three references other than relatives:		
Name	Relationship	Address
Name	Relationship	Address
Name	Relationship	Address

<p>Time commitment: Board meetings are held the third Wednesday of each month for usually up to 2 hours. Each board member is also expected to serve on at least one committee. In addition, board members are asked to attend 2-3 special events throughout the year. Can you reasonably commit this amount of time?</p>

Optional: Attach resume

Benzie Senior Resources Contact for Background Check

I, _____ HEREBY AUTHORIZE the Benzie Senior Resources to perform a background check including:

- ICHAT State of Michigan Police background check

I understand that I do not have to agree to this background check, but my refusal to do so may exclude me from certain volunteer role considerations. I sign this release with the full knowledge and understanding that any information obtained about me will be confidential and is for official use of Benzie Senior Resources. I further hereby hold harmless BSR and/or its representatives from any actions which may be taken upon receipt of this information.

Print Name _____ Date _____

Signature _____

PLEASE PROVIDE THE FOLLOWING INFORMATION:

(Please Print Legibly)

Last Name _____

First Name _____ Middle Name _____

Maiden Name/Alias _____

Address _____

City/State/Zip _____

Date of Birth _____

Email Address (required) _____

Race _____ Gender _____

Social Security Number # (required) _____

- ☐ **Please check here if you would like a copy of your background results emailed to you**

Job Description – Board Members

Benzie Senior Resources

1. Qualifications for membership on the Benzie County Council on Aging Board of Directors.

A member should possess most of the following attributes:

- Respected community leader, responsible and trusted.
- Successful in profession, business or ownership.
- Lives or vacations within the service region of the BSR
- High degree of interest in total BSR programs.
- Sufficiently independent or responsible so that he/she can devote a reasonable amount of time to fulfilling his/her responsibilities as a Board Member.
- Experience and knowledge in dealing with the public.
- Has special knowledge in areas concerned, such as: legislative affairs, law, engineering, education, financial/banking, marketing/public relations, human resources, fund-raising, etc.
- Able to attend at least 85% of Board/Committee meetings.
- Be willing to be interviewed by Nominating Committee or its representative.
- Be willing to participate in Board education programs.
- Acceptance of Board policy relative to conflict of interest and confidentiality.
- Be strongly committed to the mission and goals of BSR.
- Be knowledgeable about BSR operations, services, strengths, and weaknesses.

2. Performance as a member of the Board of Directors

- Commits the time necessary to attend all Board/Committee Meetings.
- Makes an effort to inform staff when unable to attend meetings
- Reads materials sent for meetings or for general information and responds with suggestions and reactions.
- Seeks new ways to participate in Board/Committee meetings and BSR activities, i.e. Fund-raising events, conferences, etc.
- Base voting decisions on the issues and data presented, not on personal feelings or peer pressure. Suggests items of policy which he/she believes might improve services of BSR, and/or improve the relations of BSR to the community.

- Serves as a link to the community-brings new influential men and women to tour BSR facilities. When appropriate, recommends individuals for consideration by the Nominating or Executive Committees for membership on the Board.
- Finds opportunities to promote and project an image that supports the best interest of BSR.
- Serves on BSR committees when needed.

3. Performance in the development of Benzie Senior Resources

- Constantly is alert to philanthropic opportunities that further the mission and goals of BSR.
- Each director, if he or she considers the matter carefully, will know the sources of potential support with which he or she can be influential in acquiring food, gifts, bequests, or offers of service.
- Arranges to introduce the BSR President or Executive Director to persons who may benefit BSR by a greater understanding of its functions and facilities.
- Suggests to the President and or Executive Director prospective donors and offers to arrange a meeting.
- Calls on friends on behalf of the needs of BSR.
- Assists BSR staff in finding new volunteers for activities.
- Participates in BSR long range planning.
- Reviews accounting that BSR staff provides the Board and its constituents as to the stewardship and programs both financial and in its service to its constituents.
- Reviews BSR staff's accounting practices and services and ensures the quality, visibility, and delivery of BSR services and financial reports.