



Board Member Application

Thank you for your interest in serving as a board member with the Greater Eureka Chamber of Commerce. Serving on the board is a rewarding experience and an opportunity for professional growth. Completing this form will help you understand the skills and time/resource commitments of this leadership position. You may find it helpful to read through the entire application and job description before you begin filling it out.

Board Member Position Description:

1. Serves a minimum of one (1), three-year term on the board. Eligible to serve two (2) terms.
2. Accountable to the Chamber board members.
3. Attends board meetings and important related meetings on a regular basis. The full board meets the final Thursday of every month, 3:00 pm at the Chamber office. Meetings typically last 90 minutes.
4. Makes a serious commitment to participate actively on the Chamber board and in committee work.
5. Volunteers for and willingly accepts assignments and completes them thoroughly and on time.
6. Stays informed about board matters. Prepares well for meetings, and reviews and comments on minutes, reports and activities.
7. Builds a collegial working relationship with other board and committee members that contributes to consensus for the good of the Chamber as a whole.
8. Participates in the board's annual evaluation and planning efforts.
9. Participates in membership recruitment for the organization.
10. Participates in fund raising for the organization.

Board members are the governing and policy-making body of the Chamber of Commerce. The board authorizes and implements the program of action, approves the budget, controls its property, receives and acts on committee and division recommendations and acts on the recommendations of the executive committee and president.

Other Specific Expectations Include:

1. Each board member is a representative-at-large of all Chamber members.
2. Each board member is expected to maintain close contact with other members of the Chamber.
3. The board is responsible for assisting in the financing of Chamber operations by referring potential new Chamber members, attending events, and participating in fundraising efforts.
4. Board members shall endeavor to enlist the talents and energies of other Chamber members in committee and division activities.
5. The board shall assign program of action objectives and clearly define the responsibility and authority of committees.
6. Each board member should make every effort to maintain good attendance and be on time. Upon the absence of a board member from three (3) meetings of the board for reasons the board fails to declare sufficient, that member's resignation from the board shall be deemed to have been tendered and accepted. Board meetings will be on a definite schedule throughout the year unless otherwise stated with advanced notice.
7. A board member may expect to encounter criticism of the organization and has the obligation to defend it against unfair criticism or to initiate any necessary action to eliminate the cause if the criticism is justified.
8. Board members are responsible to the general membership. A board member shall not:
 - Get involved in the day-to-day management of the Chamber.
 - Interpret Chamber policy or advocacy positions in self-interest.
 - Set policy as an individual.
 - Speak out on behalf of the Chamber unless authorized by the board or president.
 - Sign contracts, or verbally or in writing obligate the Chamber legally or financially.
 - Usurp the authority of the president or members of the board.



Thank you for your interest in becoming a Greater Eureka Chamber of Commerce Board Member. Please complete the following application to be considered for a board member position.

Name: _____

Business / Organization: _____

Mailing Address: _____

Office Phone: _____ Mobile Phone: _____

Email: _____

Why do you want to serve as a board member with the Greater Eureka Chamber of Commerce?

What is your experience as a member of community or non-profit groups? Have you served on a nonprofit board previously?

What Eureka Chamber activities do you currently participate in and/or sponsor?

What Chamber programs or initiatives would you be interested in working on?

What skills or knowledge do you bring that would be of value as a Chamber board member?

Please initial to demonstrate your agreement with the following:

_____ My business has been a Chamber member in good standing for one year or more.

_____ My business supports my candidacy for service as a Chamber board member.

_____ I am willing to commit to a three-year term of service.

_____ I will attend monthly board meetings and other planning sessions.

_____ I will serve on at least one Chamber committee

_____ I will attend Chamber-sponsored events regularly.

Applicant Signature: _____ Date: _____

This application will remain confidential and on file at the Chamber of Commerce office. Applications are used by the Chamber Board to identify and evaluate potential candidates. All new board members are elected by a majority vote of current chamber members.