



Kindred Kids Child Advocacy Center, Inc.

1145 Ohio Ave Canon City, CO 81212

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Volunteer Board of Directors Application

Please review the enclosed materials and complete the attached application. If you have any questions, please call 719-345-3870.

Non-Profit Board of Directors at a glance....

A nonprofit organization should advocate for the people it serves, its organization, and the common interests of the nonprofit sector to operate effectively and advance its mission. A nonprofit should also facilitate community participation in matters of public interest relevant to its mission through its advocacy strategies (Association, 2018).

It is essential for startup nonprofits to have a strong organizational structure. This structure is built through the board of directors.

What is a Board of Directors?

The board of directors is the governing body of a nonprofit organization. Individuals who sit on the board are responsible for overseeing the organization's activities. Board members meet regularly and vote on the affairs of the organization. The board of directors, as a governing body, should focus on the organization's mission, strategy, and goals. The board can delegate work, but not final authority. It is the board, which is charged with supervision and oversight, but not management.

All board members are volunteers of the CAC and serve without compensation for a specific term as defined by the bylaws of the organization. The members of the board form a corporate body that provides continuity on which the organization is based. By working together as a board, individual efforts are more effective. Also, the experience is more rewarding than individuals working alone.

Why Have a Board?



Board members are the fiduciaries who steer the organization towards a sustainable future by adopting sound, ethical, and legal governance and financial management policies, as well as by making sure the nonprofit has adequate resources to advance its mission.

There are three main reasons it is important to have a board of directors: legal, opportunity and effective management.

Legal:

For an organization to become incorporated, there must be a board. The board registers and maintains their tax-exempt status. The board is the legal entity responsible for the governance of the organization and adherence to all federal, state, and local laws.

Opportunity:

Being a board member provides community members an opportunity to join others of like mind on behalf of a cause. By working together as a board, individual efforts are more effective. Also, the experience is more rewarding than individuals working alone.

Effective Management:

It can be determined how effective an organization is by looking at how well their board functions. Board members are key to providing the organization with skills that compliment those on the staff.

Liability of a Board Member

Serving on a board of directors of a nonprofit organization can be a rewarding experience that offers, the change to contribute to a meaningful cause and deepen one's connections and stature within the community. However, the directors on a nonprofit board can be exposed to personal liability under some circumstances, so it is important to be aware of the legal risks and responsibilities that board service entails.

Board members must exercise reasonable diligence and due care to be free from personal liability. Exercising due care means the following:

- ✓ Attend meetings (members are responsible for what goes on at meetings even when they are not present)
- ✓ Be informed of general activities and operations of programs
- ✓ Examine financial statements
- ✓ Make decisions and record votes
- ✓ Avoid any semblance of self-dealing or enrichment

In order to avoid conflict of interest, board members must be able to prove that loyalty to the agency comes before personal gain. When conflict of interest arises, board members must declare it and remove themselves from discussions and votes on the conflicting matter.

Board members must be knowledgeable because ignorance of corporate affairs does not negate liabilities. The best protection available to a director lies in doing a conscientious job on behalf of the organization.

Legal Obligations of Board Members:

Duty of Care:

The duty of care describes the level of competence that is expected of a board member, and it commonly expressed as the duty of "care that an ordinarily prudent person would exercise in a like position and under similar circumstances."

Duty of Loyalty:

The duty of loyalty is a standard of faithfulness; a board member must give undivided allegiance when making decisions affecting the organization. This means that a board member can never sue information obtained as a member for personal gain but must act in the best interests of the organization.

Duty of Obedience:

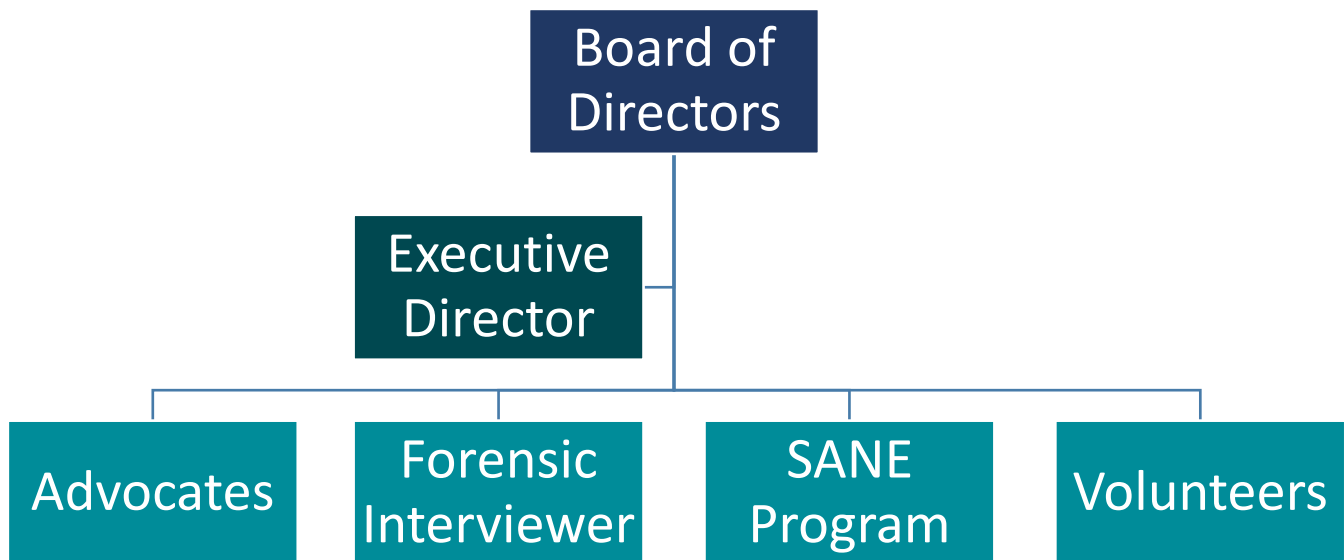
The duty of obedience requires board members to be faithful to the organization’s mission. They are not permitted to act in a way that is inconsistent with the central goals of the organization. A basis for this rule lies in the public’s trust that the organization will manage donated funds to fulfill the organization’s mission.

Board Role and Governance for Kindred Kids Child Advocacy Center:

The Board of Directors will develop and monitor policies of the organization that are consistent with the stated vision, mission and philosophy.

The Board’s focus must be to ensure that the organization provides mission-related results to the community in a way that fits with the organization’s values and ethics. The Board provides this through governing, guiding and leading. They do this by acting as ambassadors from the community to the organization.

Organization Flow Chart:



Kindred Kids Child Advocacy Center (CAC) offers equal opportunities to all applicants. It is committed to equitable and fair selection procedures, without regard to race, sex, age, color, religion, national origin, ancestry, marital or familial status, sexual orientation, or any other category protected by federal law, the laws of the State of Colorado, or other applicable laws and regulations. No question on this application is intended to secure information to be used for any discriminatory purpose. Your application will be given every consideration, but its completion does not imply that you will be selected by the CAC.

Please print all information requested.

Date of Application

Name _____
Last First Middle

Date of Birth _____

Mailing Address _____

Email Address _____

Phone _____ Cell _____

Current Occupation _____

Employer (if applicable) _____

Have you previously volunteered for the CAC? Yes No

If yes, describe your experience.

Have you previously volunteered for another organization? Yes No

If yes, please give organizations, dates and duties.

Have you previously served on a non-profit board? Yes No
If yes, please give organizations and dates of service.

Are you currently volunteering, or serving on another board? Yes No
If yes, please give organizations and dates of services.

PROFESSIONAL REFERENCES

Please list three professional references.

Name _____ Occupation _____

Address _____ Phone (____) _____

Name _____ Occupation _____

Address _____ Phone (____) _____

Name _____ Occupation _____

Address _____ Phone (____) _____

PERSONAL REFERENCES

Please list three personal references.

Name _____ Occupation _____

Address _____ Phone (____) _____

Name _____ Occupation _____

Address _____ Phone (____) _____

Name _____ Occupation _____

Address _____ Phone (____) _____

SPECIAL SKILLS and INTERESTS

- Finance
- Marketing
- Communications
- Fundraising
- Graphic Design
- Leadership
- Law Enforcement
- Governance
- Web Development
- Other: (please state) _____

PERSONAL STATEMENT

Please write a brief (limit 200 words) statement about your interest in serving the CAC and what contributions do you feel you can make? What can we do to make your volunteer experience a positive one? (may attach additional sheets to this application if needed)

ADDITIONAL INFORMATION YOU WOULD LIKE FCSI TO CONSIDER

An application form sometimes makes it difficult for an individual to adequately summarize his/her complete background. Use the space below to summarize any additional information you feel is necessary to describe you full qualifications for the position for which you are applying.

CONVICTIONS

During the past 10 years, have you ever been convicted of a crime other than a minor traffic offense?

- Yes No

A conviction will not automatically disqualify you from a volunteer position at the CAC.

If yes, please explain number of conviction(s), nature of offenses(s), leading to convictions(s), how recently such offenses was/were committed, sentence(s) imposed, and type(s) of rehabilitation.

APPLICANT'S CERTIFICATION AND RELEASE

I hereby certify that all the information and facts that I provided on this application, or any other document submitted in connection with my application, and in any interview, are true and correct. I hereby release the CAC from any and all liability of whatever kind and nature that, at any time, could result from CAC's verification of the information given by me on this application, and any decision made by the CAC on the basis of such information. I understand that if the CAC appoints me to a volunteer position, and I accept, I will adhere to the policies, rules and regulations of CAC.

Signature of applicant _____ Date _____

Board Use ONLY:

_____ Date Applicant reviewed by Board	_____ Date Applicant Interviewed by Board
_____ Action Taken by Board (accepted/declined)	_____ Month/Year Term Begins