



## **St. Aloysius School Board**

### **What are the responsibilities of board members?**

#### **Individual Board Member Responsibilities**

- Attend all board and committee meetings and functions, such as special events.
- Be informed about the organization's mission, services, policies, and programs.
- Review agenda and supporting materials prior to board and committee meetings.
- Serve on committees or task forces and offer to take on special assignments as needed.
- Inform others about the organization.
- Suggest possible nominees to the board who can make significant contributions to the work of the board and the organization.
- Keep up-to-date on developments in the organization's field.
- Follow conflict of interest and confidentiality policies.
- Refrain from making special requests of the staff.
- Assist the board in carrying out its fiduciary responsibilities, such as reviewing the organization's annual financial statements.

#### **Personal Characteristics to Consider**

- Ability to: listen, analyze, think clearly and creatively, work well with people individually and in a group.
- Willing to: prepare for and attend board meetings, ask questions, take responsibility and follow through on a given assignment, open doors in the community, evaluate oneself.
- Develop certain skills if you do not already possess them, such as to: cultivate and solicit funds, cultivate and recruit board members and other volunteers, read and understand financial statements, learn more about the substantive program area of the organization.
- Possess: honesty; sensitivity to and tolerance of differing view; a friendly, responsive, and patient approach; community-building skills; personal integrity; a developed sense of values; concern for your nonprofit's development; a sense of humor.



## JOIN THE ST. ALOYSIUS SCHOOL BOARD!

*The St. Aloysius School Board is currently accepting nominations for several open positions for members at large and 2 alternates for the upcoming school year. You do not have to be a school parent to apply but must be over 21. Interested parties should fill out this nomination form and return it to either the school or parish office by May 22. Candidates will be announced by May 25 in the Update. Your support is appreciated!*

- Name: \_\_\_\_\_
- Address: \_\_\_\_\_
- Telephone: \_\_\_\_\_
- Email: \_\_\_\_\_
- Years in the parish: \_\_\_\_\_

*Please complete the following questions to the best of your ability.*

Have you served on a school board or similar group before? If so, please name the group and years of service. YES NO

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Participation in Parish Activities:

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Reasons for wanting to serve on the School Board:

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Are there specific, related skills you bring to the board? For example, are you a CPA and therefore would understand financial statements or have you taught in a grade school before?

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Any other information you would like to share?

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