



## BOARD OF DIRECTORS APPLICATION FORM

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**T**hank you for your interest in serving as a member of the Board of Directors of The Rutland County Parent Child Center. As a Board Member, you'll be part of a group of decision-makers and can influence the current and future shape of RCPCC. Completing this form will help you understand the skills and time/resource commitments of this position. You may find it helpful to read through the entire application and Board Member Responsibilities before you begin filling it out.

This application will be kept confidential and on file at the RCPCC's Administrative Office. Applications are used by the Board to identify and evaluate potential Board candidates. All new directors are elected by a majority vote of current board members.

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### BOARD MEMBER RESPONSIBILITIES

- Serving as a trusted advisor to the Executive Director (ED) as they develop and implement strategic planning.
- Reviewing agenda and supporting materials prior to board and committee meetings.
- Reviewing RCPCC's annual budget, audit reports, and material business decisions; being informed of, and meeting all fiduciary responsibilities.
- Contributing to an annual performance evaluation of the ED.
- Assisting the ED and Board Chair in identifying and recruiting other Board Members.
- Partnering with the ED and other Board Members to ensure that board resolutions are carried out.
- Serving on committees or task forces and taking on special assignments.
- Ensure RCPCC's commitment to a diverse Board and staff that reflects the community and the agencies mission and vision.
- Direct and inspire the organization through the careful deliberation and establishment of policies, and development and implementation of a strategic plan.

**OUR MISSION**

PARTNERING WITH FAMILIES AND INDIVIDUALS TO ENCOURAGE EDUCATION AND CONNECTION IN THE COMMUNITY

**OUR VISION**

RUTLAND COUNTY – A COMMUNITY OF PEOPLE LIVING THEIR BEST LIVES

**OUR VALUES**

- \* MEETING YOU WHERE YOU ARE
- \* BREAKING BARRIERS
- \* GETTING IT DONE
- \* NO ONE TURNED AWAY

**OUR CURRENT PROGRAMS:**

*EARLY CHILDHOOD EDUCATION  
FOOD NUTRITION AND ACCESS  
CHILDRENS INTEGRATED SERVICES  
PLAYGROUPS  
PARENTING CLASS  
LEARNING TOGETHER  
GAINING GROUND  
FAMILIES AT THE CENTER  
WELCOME BABY*

## Candidate Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Birthday: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Company & Position/Title (if employed) \_\_\_\_\_

Number of Years with Present Company:  
\_\_\_\_\_

Number of Years Lived or Worked in Rutland County: \_\_\_\_\_

Please list any Board service, volunteer work, special training, skills, professional membership, community activities, hobbies, special interests that may be useful to your board placement:

Briefly describe why you are interested in serving on the RCPCC Board:

Which of your skills would you like to utilize on the Board? Check those that apply:

- |   |   |
|---|---|
| <input type="checkbox"/> Board development  | <input type="checkbox"/> Financial management |
| <input type="checkbox"/> Strategic planning | <input type="checkbox"/> Community networking |
| <input type="checkbox"/> Fundraising        | <input type="checkbox"/> Marketing            |
| <input type="checkbox"/> Other:             |   |

If you join the Board, you agree that you can provide at least 2 hours a month in attendance to Board and Committee meetings, and that you do not have any conflict-of-interest in participating on the Board.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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## **BOARD CANDIDATE QUESTIONNAIRE**

1. If selected, how do you feel you could contribute to the success of RCPCC?
2. Are you willing to give time, energy, and resources (within your means) to support the mission of RCPCC?
3. What are your expectations of joining the RCPCC Board?
4. Anything else you would like us to know?