



Oakland Drive-Winchell Neighborhood Association

Director / Officer / Committee Member

Applicant Requirements and Evaluation Criteria

REQUIREMENTS

“Voting Members will be any Regular Member who is current in their dues. A Voting Member must be current in their dues at least ninety (90) days prior to any election or vote.” - **ODWNA Bylaws, Article IV, Section (2)(B).**

“To be eligible to serve on the Board of Directors a candidate must be a Voting Member for at least the fiscal year of the election and must have demonstrated regular and positive participation in working with the ODWNA in the year prior to the election.” - **ODWNA Bylaws, Article VII, Section (1)(A).**

EVALUATION CRITERIA

When an eligible person shall seek to become (i) a member of the Oakland Drive-Winchell Neighborhood (“ODWNA”) Board of Directors, (ii) an executive officer of the ODWNA, and/or (iii) a member of any committee of the ODWNA, the criteria used to evaluate the person include, but are not limited to, the following:

- The person’s past volunteer experience with:
 - The ODWNA
 - Other neighborhood associations
 - Other non-profit organizations
 - Other community organizations
- The person’s reasons for applying for the board / office / committee position
- The person’s experience as a member of the board of directors of other organizations
- The person’s experience as an executive officer of other organizations
- The person’s experience on other organization committees
- The person’s demonstrated actions in support of the goals and actions adopted in the ODWN Neighborhood Plan
- Specialized skills, knowledge, or licenses of the person that might more particularly qualify the person for, and/or which might be particularly beneficial if contributed to, the particular board / office / committee
- Life experience(s) of the person that might be beneficial to the applicable board / office / committee
- The person’s availability to regularly and meaningfully participate as a board member / officer / committee member



ODWNA Board of Directors – Information and Expectations

Board Composition - The ODWNA Board of Directors consists of at least three (3) people, and no more than nine (9), elected by the Voting Members of the Association.

Term of Office - The members of the Board of Directors shall be elected for a three (3) year term. Procedures - Follow and uphold the ODWNA Bylaws and all adopted Board of Directors policies and rules. Responsibilities - Shall be responsible for setting policy for the Association and aiding the Executive Committee.

Committee Service - Each Board Member is required to be a Chairperson or serve on at least one (1) Standing or Ad Hoc Committee during their term of office.

Board of Directors Standing Committees - 1) Nominating, 2) Communications, 3) Membership, 4) Election. The President will appoint, subject to the approval of the Board of Directors, a Board member to be Chairperson of each of the Standing Committees.

Temporary & Ad Hoc Committees- May be created from time to time for such purposes as determined by the Board of Directors.

Political Endorsements- No member of the Board of Directors, speaking for the Association, shall not endorse or denigrate any political candidates in municipal, state or national elections.

Participation (able and willing to):

- Attend and actively participate in the monthly Board meetings (held year-round; only board members at a board member's home)
- Routinely attend the monthly ODWNA Association meetings (Sept – Nov and Jan – May; public meetings at such location(s) as determined by the Board of Directors)
- Actively communicate with all other Board members and the ODWNA membership in general.
- Carry out additional assignments in a timely manner on behalf of the ODWNA Board.
- Carry out in a timely manner additional individual and or team assignments on behalf of the ODWNA Board (as needed).
- Help prepare for and attend any special ODWNA meetings (as needed)



Oakland Drive-Winchell Neighborhood Association Board of Directors Election Questionnaire

This questionnaire is intended for use in helping the ODWNA board establish the Board of Directors candidate election slate as well as informing Association voting members of your interest in becoming a board member. This will be your best tool for telling the neighborhood why you would like to be an ODWNA board member. **Except as noted, the information provided below will be distributed to voting members of the Association with their ballots.**

Contact Information:

Name: _____

Street Address: _____

(for internal board use only; will NOT be published)

Phone: 1) _____ 2) _____

(for internal board use only; will NOT be published)

Email: _____

(for internal board use only; will NOT be published)

Education: _____

Occupation: _____ Employer: _____

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1) What are your reason(s) for wanting to serve on the ODWNA Board of Directors?

2) Please give your background, experience, or expertise, which you feel will be of value to the ODWNA.



8) Please describe one or two group situations involving disagreement or interpersonal conflict.

a. What actions did you take in those situations to help resolve the disagreement and enable the group to continue working toward its objective?

b. How were your actions perceived by others, and what was the outcome?

9) Do you have anything further to say regarding your motivation for serving on the ODWNA Board of Directors or the abilities you think would most likely add value?

** Applicants are welcome to attach additional information such as a current resume, if available.*

Signature: _____

Date: _____