**HCEF BOARD OF DIRECTORS APPLICATION**

Please complete the following application for a position on the Hernando County Education Foundation Board of Directors. The HCEF mission is “Creating Partnerships that Advance Student Achievement and Promote Excellence within Hernando County Public Education”.

As a board member of the HCEF you will play an integral part ensuring that the Foundation continues the success of our mission. The Hernando County Education Foundation is the direct support organization for the Hernando County School District. We seek out financial support to meet the unfunded needs of public education in Hernando County. Additionally, as a 501c3 nonprofit organization, we serve as a tax deductable conduit for business and community leaders who choose to lend their support to our county’s students, teachers, and schools.

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

**E-Mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Home Phone:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Work Phone:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Cell Phone:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address:**

**City: State: Zip:**

Best way to contact you? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Education**

**Type of School**

 **Major & Degree**

**Years Completed**

**Location (City, ST)**

 **Name Of School**

**High School**

**Bus. Or Trade School**

**College**

**Professional School**

**Have you ever been convicted of a crime? \_\_\_No \_\_\_Yes**

|  |
| --- |
| If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and types of rehabilitation.  |

**Work History (Please provide a brief description of your work history from the most recent employment)**

|  |
| --- |
| **Employer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Job Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **Dates of Employment: From: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **Description of Responsibilities:** |

**Employer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Job Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Dates of Employment: From: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Description of Responsibilities: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Have you ever served on any other Board of Directors? If yes please describe your role.**

**Why are you interested in becoming a Hernando County Education Foundation Director?**

**Please describe how your qualifications and skill set will lend support to the mission of the HCEF.**

**As a Foundation Board Member, I’d like to serve on the indicated Committee(s):**

**Finance & Audit \_\_\_\_** **Events & Fundraising \_\_\_\_**

Budget Event Planning

Audit Fundraiser Planning

Reconciliation Community Outreach

**Membership & Development \_\_\_\_**  **Marketing \_\_\_\_**

Membership Retention Social Media

Professional Development Web Site

Business Partners Print Materials

**Grants \_\_\_\_** **Ad HOC \_\_\_\_**

Grant Review Strategic Plan

Grant Writing Business Partner

Scholarships (Ad Hoc Projects developed as needed)

**Please List Two References Other Than Relatives**

**Reference 1:** **Reference 2:**

Name: Name:

E-Mail: E-Mail:

Phone Number: Phone Number:

Relationship: Relationship:

Our Board of Directors serves as the working body for the Hernando County Education Foundation. Our Board is responsible for setting policy and guidelines, establishing goals and outcomes, fiscal responsibility and resource development, fundraising, and monitoring results. Each Director should have a sincere belief in the mission of the HCEF. Each member of the Board of Directors plays an important role in helping our Foundation to achieve results. The core expectations, duties, and responsibilities of each Director are:

Attendance: Each board member should make a diligent effort to attend every Board meeting. We have twelve meetings per year in addition to occasional planning workshops. We feel it is a core responsibility of each member to attend and participate in as many meetings and workshops as possible.

Committee Participation: Each board member shall actively participate on at least one of our standing committees. Active committee members meet on a monthly or bi-monthly meeting.

Major Event Participation: Each board member is asked to attend the Foundation signature events: School Related Employee of the Year Awards Dinner, Teacher of the Year Awards Dinner, Turnaround Student, Business Partnership Appreciation Luncheon, and our Annual Signature Fundraising Events. Directors are encouraged to support and attend as many events as you are able.

 Financial Expectation: Each board member shall contribute and participate, as well as encourage others to contribute and participate in Foundation activities, events, fundraising and development activities the minimal expectation for each board member will be $150.00 per year as this will cover the cost of your ticket to the three dinners and business partner luncheon.

Networking Expectations: Each Board member will actively communicate and promote the HCEF mission to the community. Each director is encouraged to solicit at least one business partnership per month. We also ask that you assist in the recruitment of volunteers to serve on various committees.

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ understand the Hernando County Education Foundation Board of Directors are responsible for setting policy and guidelines, establishing goals and outcomes, fiscal responsibility and resource development, participating in fundraising activities and monitoring results. If selected as a Director, I agree to support the mission of the Hernando County Education Foundation. I agree to meet or exceed the core expectations, duties, and responsibilities of this position.

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