



Board of Directors Volunteer Registration

Date _____

Name _____

First MI Last Preferred First Name

Race: Black/African American Caucasian/White Asian Native American
Other (please specify): _____

Ethnicity: Hispanic Non-Hispanic

Primary Language: English Spanish Albanian Portuguese
 Other (please specify): _____

Residence

Address _____

Phone _____ E-mail _____

Employer

Name _____

Your title _____

Address _____

Phone _____ E-mail _____

Type of business or organization _____

Preferred method of contact Work Residence

Are you related to anyone currently employed by StayWell Health Center, and if so, to whom?:

Do you require assistance in order to be able to participate, such as transportation or interpretation? _____

Please list boards and/or committees that you serve on or have served on (business, civic, community, fraternal, political, professional, recreational, religious, social).

| Organization | Role/Title | Dates of Service |
|--------------|------------|------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Education/Training/Certificates

Awards/Honors

Why are you interested in serving on the StayWell Health Center Board?

How do you feel StayWell would benefit from your involvement on the Board?

Skills, experience and interests (Please circle all that apply):

- | | |
|----------------------------------|----------------------|
| Finance, accounting | Social Media |
| Personnel, human resources | Special events |
| Administration, management | Grant writing |
| Nonprofit experience | Fundraising |
| Community service | Outreach, advocacy |
| Policy development | Youth Representative |
| Program evaluation | Other _____ |
| Public relations, communications | Other _____ |

Please list any groups, organizations, or businesses that you could serve as a liaison to/advocate on behalf of StayWell Health Center:

Please tell us anything else you would like to share.

Thank you very much for registering.



Board of Directors' Job Description

Purpose: To serve StayWell Health Care, Inc. as a volunteer, voting member of the Board; to develop policies, procedures, and guidelines for the operations of the corporation; to monitor finances, programs and performances and to speak out when concerned.

Responsibilities:

1. Set policy and general guidelines;
2. Hire, evaluate and if necessary terminate the Executive Director;
3. Assure the fiscal well-being of the organization by authorizing and approving the annual audit; approving the budget; monitoring finances;
4. Determine policy and plan for fundraising and participate as appropriate;
5. Fulfill legal responsibilities;
6. Serve as spokespersons in the community as appropriate;
7. Authorize programs;
8. Evaluate results of operations and evaluate operations of the Board;
9. Participate in strategic planning;
10. Participate and Chair at least one standing committee as well as ad hoc committees.

Each Director is expected to:

1. Attend all meetings and show commitment to Board activities;
2. Be well-informed on issues and agenda items.
3. Contribute skills, knowledge and experience when appropriate.



Growing a healthier community one person at a time.

**NEEDED:
Volunteer
Board Members**

- **Serve StayWell Health Care, Inc. as a voting member of the Board of Directors**
- **Develop policies, procedures, and guidelines for the operations of the corporation**
- **Monitor finances, programs and performances**
- **Express concerns**

**NECESARIO:
Voluntario Miembros de la
Junta de Directores**

- **Servir StayWell Health Care, Inc. como miembro votante de la Junta de directores**
- **Desarrollar políticas, procedimientos y directrices para las operaciones de la Corporación**
- **Supervisar las finanzas, los programas y actuaciones**
- **Expresar sus preocupaciones**

English proficiency necessary



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Personnel, human resources

Administration, management

Nonprofit experience

Community service

Policy development

Program evaluation

Public relations, communications

Social Media

Special events

Grant writing

Fundraising

Outreach, advocacy

Youth Representative

Other _____

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Please return completed form to 80 Phoenix Avenue, Administration Suite 201



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