



1414 State Ave. NE
Olympia, WA 98506
360.456.8176
info@concernforanimals.org
"Helping Those Who Cannot Help
Themselves."

Board of Directors Candidate Application

Overview

The Concern for Animals (CFA) Board of Directors governs the overall execution of the organization's mission. Principally, the Board manages organizational finances and sets long term priorities for programs. Additionally, the Board oversees staff, who are responsible for day-to-day operations, management of programs, fundraising and development. Overall, the members of the Board contribute the educational, management, legal, and financial skills needed to ensure long term organizational stability and ensure year-to-year excellence for CFA programs.

The Board of Directors has up to nine voting members. Terms are for two years.

Board Member responsibilities include attendance at six in-person meetings per year. Throughout the year the Board holds additional meetings. Board members also hold a fiduciary responsibility for management of organizational capital and ensuring appropriate filings with federal, state, and local authorities consistent with CFA's status as a 501(c)(3) nonprofit organization. CFA's attendance policy allows for removal if two meetings are missed without notice.

Declaration of Candidacy

Board positions require a time and energy commitment that should not be underestimated. Candidates are urged to consider personal priorities for the next year as well as the ways to contribute to the development of the organization. **All prospective members must volunteer 15 hours before applying. To schedule hours, please email staff at opc.cfa@gmail.com.**

Resources available to prospective members:

- The organization's annual report is available at: concernforanimals.org/annual-reports.php
- List of current Board of Directors are listed at: concernforanimals.org/board-of-directors.php
- Email the Development Director (developmentdirectorcfa@gmail.com) with questions

To apply:

- Submit the two-page Board Application (pages 2 and 3 of this document) to: developmentdirectorcfa@gmail.com Please type "CFA Board Application" in the subject .
- Copies of the one page application will be distributed to those selecting members and will aid in understanding how you would like to contribute to the Organization's work.

Time and Financial Commitment Considerations

Meetings:

- Monthly meetings for updates on finances, programs, policies, approving committee work
- Committee Work on programs including but not limited to: adoption, events, volunteers, and fundraising
- Toast for Tails annual auction fundraiser on the second Saturday in November
- Events and outreach, at least two fundraisers each year in addition to Toast for Tails

Membership: As part of good stewardship, board members are required to be members of the organization.



1414 State Ave. NE
Olympia, WA 98506
360.456.8176
info@concernforanimals.org
concernforanimals.org

"Helping Those Who Cannot Help Themselves."

Date: _____

Name: _____

(First MI Last)

Residence

Address: _____ City: _____ Zip: _____

Phone: _____ E-mail Address: _____

Occupation

Employer: _____

Your Title: _____

Address: _____

Type of business/organization: _____

Primary services and area/population served: _____

Why are you interested in joining our organization?

Please list the boards or committees you serve on or have served on (business, civic, community, fraternal, political, professional, recreational, religious, social):

Organization	Role/Title	Dates Served
--------------	------------	--------------

_____	_____	_____
_____	_____	_____
_____	_____	_____

Education/Training/Certificates:

Have you received any awards or honors that you'd like to mention?



1414 State Ave. NE
 Olympia, WA 98506
 360.456.8176
 info@concernforanimals.org
 concernforanimals.org
 "Helping Those Who Cannot Help Themselves."

How do you feel Concern for Animals would benefit from your involvement with the Board?

Areas of Special Interest Experience/Background

- | | | |
|---|--------------------------|--------------------------|
| • Fundraising | <input type="checkbox"/> | <input type="checkbox"/> |
| • Community Events | <input type="checkbox"/> | <input type="checkbox"/> |
| • Outreach | <input type="checkbox"/> | <input type="checkbox"/> |
| • Public Speaking | <input type="checkbox"/> | <input type="checkbox"/> |
| • Publication/Marketing | <input type="checkbox"/> | <input type="checkbox"/> |
| • Board Development/
Recruitment | <input type="checkbox"/> | <input type="checkbox"/> |
| • Legal | <input type="checkbox"/> | <input type="checkbox"/> |
| • Financial/Accounting | <input type="checkbox"/> | <input type="checkbox"/> |
| • Government | <input type="checkbox"/> | <input type="checkbox"/> |
| • Animal Welfare | <input type="checkbox"/> | <input type="checkbox"/> |
| • Business/Strategy
Development | <input type="checkbox"/> | <input type="checkbox"/> |
| • Grant Writing | <input type="checkbox"/> | <input type="checkbox"/> |

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I'm accepted as a volunteer, any false statements, commissions or other misrepresentations made on this application may result in my immediate dismissal if accepted as a CFA Board member. I release Concern for Animals from any liability for injury or damage to personal property.

It is the policy of this organization to provide equal opportunities without regard to race, color origin, gender, sexual preference, age or disability

Thank you for your Interest in Concern for Animals. Please mail or email your application form to the address below so we may contact you.

**Concern for Animals
 Attn: Executive Board
 1414 State Ave NE
 Olympia, WA 98506**

Or
 developmentdirectorcfa@gmail.com

Thank you for applying!

Concern for Animals is a registered 501(c)3
 Tax ID #91-1135340