

**Board Application Form**

**Date** \_\_\_\_\_

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

**Email** \_\_\_\_\_

**Phone** h) \_\_\_\_\_ w) \_\_\_\_\_ c) \_\_\_\_\_

**Address** \_\_\_\_\_

**Resume Attached**

**Brief Statement of Interest** - please describe why you would like to join the Forest Preserve Friends Foundation Board and what skills you feel you can contribute.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Previous Experience on a Board:** \_\_\_ yes \_\_\_ no

If yes, please specify the board(s): \_\_\_\_\_

**Specific Areas of Relevant Expertise:** *Please select all that apply.*

- |  |  |
|--|--|
| <input type="checkbox"/> Accounting or Finance       | <input type="checkbox"/> Grant writing                     |
| <input type="checkbox"/> Community Relations         | <input type="checkbox"/> Policy Development                |
| <input type="checkbox"/> Event or Project Management | <input type="checkbox"/> Not-for-profit experience         |
| <input type="checkbox"/> Fundraising                 | <input type="checkbox"/> Strategic Planning                |
| <input type="checkbox"/> Law                         | <input type="checkbox"/> Volunteer Coordination/Management |
| <input type="checkbox"/> Marketing/Communications    | <input type="checkbox"/> Other: _____                      |

**Board Member Job Description**

Orientation and training is provided to make sure board members are comfortable and knowledgeable in their role; previous board experience is an asset but not required.

**Qualifications**

A team player with an interest in the Forest Preserve District’s key mission, **Protecting Nature. Creating Connections.** Board members must have a willingness to:

- Commit time for regular monthly Board meetings, committee meetings and planning sessions
- Volunteer at special events, as required
- Engage in critical thought and be committed to a vibrant future for the organization
- Prepare well for meetings, reviewing and commenting on minutes and reports
- Listen well and be thoughtful in considering issues
- Get to know staff and other board members and build a collegial working relationship that contributes to consensus
- Actively participate in the board’s annual planning efforts
- Understand the fiscal implications of decisions

**Responsibilities**

- Provide strategic leadership
- Be knowledgeable about the organization’s values, mission, programs and facilities
- Be an ambassador for the organization and promote its work in the community
- Work to ensure the organization’s financial viability and sustainability
- Develop policy frameworks
- Participate in fundraising efforts
- Make an annual financial contribution to the extent possible

To carry out these responsibilities, the Board meets monthly throughout the year at the Museum of the Grand Prairie in Mahomet. In addition to attendance at Board meetings, you may be required to participate on committees.

To inquire about joining our passionate, knowledgeable and dedicated Foundation Board, please contact Executive Director Mary Ellen Wuellner at [mwuellner@ccfpd.org](mailto:mwuellner@ccfpd.org) or 217.586.3360. Send completed applications to [foundation@ccfpd.org](mailto:foundation@ccfpd.org). Thank you.

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**For Committee Use Only**

**How did we connect with this applicant:**

- Recommendation by a current Board member
- Recommendation by Staff member
- External / Public Advertisement
- Other: \_\_\_\_\_

- Application has been reviewed by the Committee** Date: \_\_\_\_\_
- Applicant has been interviewed by the Committee** Date: \_\_\_\_\_
- Applicant has been approved by the Board** Date: \_\_\_\_\_