

**Meals On Wheels, Port Colborne Inc.**  
**Board of Directors Application Form – Winter 2021**

Thank you for your interest in serving as a member of the Board of Directors of Meals on Wheels, Port Colborne Inc. (MOW-PC). Serving on the board is a rewarding experience and an opportunity for personal and professional growth. Completing this form will help you understand the skills and time/resource commitments of this leadership position.

You may find it helpful to read through the entire application and Board Member Responsibilities before you begin filling it out.

**Please return the completed application by email to [bwingram@gmail.com](mailto:bwingram@gmail.com) with MOW-PC BOD APPLICATION in the subject line. Applications are due by April 16<sup>th</sup>, 2021.**

This application will be kept confidential and on file at the MOW-PC office. Applications are used by the Board's Nomination Committee to identify and evaluate potential board candidates. All new directors are elected by a majority vote of current board members.

**BOARD MEMBER RESPONSIBILITIES**

1. Serves a minimum of a three (3) year term on the Board. Eligible to serve for up to nine (9) years in total if re-elected.
2. Have access to a reliable internet connection and computer (for e-mail, Zoom meetings, etc.)
3. Attend board meetings each month. Currently the board meetings are held the fourth Monday at 6:00 p.m. to 8:00 p.m. (virtual on Zoom). There are no meetings in June or July.
4. Be actively involved in two (2) committees. Committees meet as required; however, it is encouraged that each committee meet at a minimum once a month. Currently committee meetings are either virtual (Zoom), conference calls, or email chain discussions.
5. Stays informed about committee matters, is prepared for meetings, and reviews and comments on minutes and reports.
6. Builds a collegial working relationship with other board and committee members that contributes to consensus.
7. Participates in the board's annual evaluation and planning efforts.
8. Participates in the advancement of MOW-PC including fundraising and community awareness.

**Meals On Wheels, Port Colborne Inc.**  
**Board of Directors Candidate Information – Winter 2021**

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

Home Phone Number: \_\_\_\_\_ Cell number: \_\_\_\_\_

Your address: \_\_\_\_\_

\_\_\_\_\_

Your email address (please write it carefully):

\_\_\_\_\_

Present Occupation/Place of Employment:

\_\_\_\_\_

Briefly describe your background (education, work history, community involvement, etc.):  
(or attach a copy of your resume).

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Briefly describe why you would like to join MOW-PC Board of Directors:

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What has been your prior experience with nonprofit organizations? Have you served (or are currently serving) on other nonprofit boards? If so, which one(s) and what was or is your role?

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Which of your skills would you like to utilize on the Board? Check those that apply:

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Registered Dietitian | <input type="checkbox"/> Accounting/Finance | <input type="checkbox"/> Nonprofit Experience |
| <input type="checkbox"/> Strategic Planning   | <input type="checkbox"/> Fundraising        | <input type="checkbox"/> PR / Marketing       |
| <input type="checkbox"/> Human Resources      | <input type="checkbox"/> Policy Development | <input type="checkbox"/> Community Engagement |
| <input type="checkbox"/> Outreach/Advocacy    |   |   |

Other skill(s) of yours that you would like to utilize? \_\_\_\_\_

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What would you like to get for yourself out of your participation on the Board, e.g., what types of experiences, skills to develop, interests to cultivate for you, etc.?

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**If you join the Board, you agree that you can provide at least 2-4 hours a month in attendance to Board and Committee meetings, that all information provided is true, and that you do not have any conflict-of-interest in participating on the Board.**

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

If you are not selected as a member of the Board, or if you decide not to join, would you like to be a volunteer to assist our organization in various ways that match your skills and interests?

- Yes                       No                       Perhaps