



BOARD APPLICATION AND POSITION DESCRIPTION

Overview

Woodland Montessori Board of Directors governs the overall execution of the organization's mission. Principally, the Board manages organizational finances and sets long term priorities for our program. Additionally, the Board oversees the Director, who is responsible for day-to-day management of the organization. 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 educational excellence for Woodland Montessori's mission.

Terms are for three (3) years, but are subject to changes as needed.

Board Member responsibilities include attendance at regular board monthly meetings on the second Tuesday of the month throughout the academic school year, as well as teleconference meetings and active electronic conversations as part of Board committees. Board members also hold a fiduciary responsibility for management of organizational capital and ensuring appropriate filings with federal, state, and local authorities consistent with the organization's status as a 501(c)(3) nonprofit organization.

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.

To apply:

Submit the one-page Board Application (page 2 of this document) to board.woodlandmontessori@gmail.com. PLEASE WRITE "NEW BOARD MEMBER APPLICATION" in the subject line.

Copies of the one-page application will be distributed to the Board and will aid in understanding how you would like to contribute to the organization's work.



Application for Woodland Montessori School Board Candidacy

Name	
School / Company	
Current Occupation	
Contact Details	
<u>Address</u>	
<i>Telephone</i>	
<i>Cell Phone</i>	
<i>E-mail</i>	

1. Please **briefly** describe your academic and professional background, and other relevant experience.

2. What is your relationship to Woodland? Why do you seek a position on this board?

3. Please briefly outline the specific skills you bring, or contributions you hope to make, to this board.