



Georgia State University Alumni Association Board of Directors Application

Thank you so much for being interested in serving on the Board of Directors (Board) for the Georgia State University Alumni Association (GSUAA). The Bylaws of the GSUAA require all board members to become a life member or become a life member of the GSUAA within the first year of board invitation.

The Board of Directors is the Georgia State University Alumni Association's governing body, representing its interests, alumni, association members, students, and constituents. The Board of directors ensures the Association's success by approving an annual budget, following the strategic plan, and providing oversight and expertise.

The GSUAA is looking for individuals whose personal attributes, networks, professional skills, and expertise will enhance the Board's ability to develop high-level organizational policies and strategic goals. Ideal candidates demonstrate leadership and commitment to the communities they serve and build consensus, and communicate with diverse constituencies. Productive participation in the GSUAA shows dedication to Georgia State University and other university activities.

All candidates must submit a completed application, biography, and a professional photograph. The board selection process is very competitive, and many applicants apply for multiple years before being selected.

Board Member Job Description

Directors are appointed to hold this volunteer position based on demonstrated involvement, support, and commitment to Georgia State University and GSUAA. In accepting an appointment to the Board, an individual agrees to fulfill the requirements and meet the board member responsibilities. These include, but are not limited to:

Expectations

- Be an ambassador, take leadership, and have an active role in furthering the mission and vision of GSUAA and the University.
- Assist the staff by implementing strategic initiatives through personal influence (corporate, individuals, and foundations).
- Fulfill the requirements and meet the board member's responsibilities outlined in the ***Board of Directors' Agreement***.
- Serve a three-year term beginning the first day of July following elections.

Financial Commitment

New Directors must become life members of the Alumni Association during the first year of their term. A 12-month installment plan of \$62.50 is available. Additionally, Directors must make a minimum donation of \$1,000 each year of the three-year board term. The Director can designate the gift to the Alumni Association Sustaining Life Member Program, an Alumni Association scholarship, or a signature event sponsorship.

Board Meetings

The Board of Directors meets four times per year, once per quarter in person. If unable to participate, Directors are responsible for providing advance notice. Any Director who fails to attend two consecutive regular meetings of the Board without an excuse must resign upon request of the Board Chair.

Committees

- Board Development & Governance is responsible for the vetting and selection of new members and officers and renewing terms for board members.
- Finance - serve as an advisory committee to the Secretary-Treasurer of the Association and provide for the Association's assets' sound financial management.
- The Student and Alumni Engagement Committee supports the Student Alumni Association ("SAA") to develop engagement and philanthropic opportunities between alumni and students and educate students about philanthropy.
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Task Force

- Student Scholarships - will oversee the Alumni Association scholarship selection process and develop scholarship criteria.

The frequency of committee meetings varies from committee to committee. Attendance and participation are essential for the committees to work effectively.

Selection Process

The frequency of committee meetings varies from committee to committee. Attendance and participation are essential for the committees to do their work effectively.

- GSUAA board members, alumni, university faculty/administration, and alumni association staff may submit candidates for membership. Self-nominations are accepted.
- Prospective Directors receive the information package, assess interest and commitment levels. And, if interested, complete the application form.
- The Board Development & Governance Committee, Alumni Association Associate Vice President, Senior Director, or designee will interview prospective directors. Prospective Directors will have the opportunity to meet additional Directors.

Board of Directors Application

Name _____ **Preferred Name** _____

Home Address _____

Home Phone _____ Cell _____ E-mail _____

Company Name & Address _____

_____ Job Title _____

Business Phone _____ E-mail _____

I would prefer to receive my correspondence at my Home address Business address

Education

College/University _____ Graduation Year _____ Degree _____ Major _____

1. What is your motivation to serve on the Board of Directors?

2. Provide your current and past involvement with the University and the Alumni Association or University.

3. List your board participation, membership, and leadership positions that you have held in alumni, professional, civic, or community organizations.

4. Areas of expertise

What skills and knowledge are you willing to bring to the Board? Please indicate your experience in the following areas.	Very Experienced	Some Experience	Little or No Experience
Strategic planning			
Fundraising			
Board development (recruitment, training, evaluation)			

Program planning and evaluation			
Membership			
Fiscal management and control (budgeting, accounting, investments)			
Communication, public and media relations			
Marketing/advertising			
Public speaking			
Organizational development			
Information technology			
Writing, journalism			
Event planning and implementation			
Bylaws – parliamentary procedures			
Music/theater/arts			

5. What are your significant assets, and how would they translate to board activities?

6. What do you love the most about Georgia State?

I have read this application and agree to all the terms including the financial commitment and attendance requirements.

Signature

Date

If you have any questions regarding the application, contact Renee Bazemore, Senior Director, at 404-413-1431 or rbazemore@gsu.edu or at alumni.gsu.edu.