Thank you for your interest 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 are in the process of becoming 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 has the responsibility to ensure 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**

The Board's director is 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's responsibilities. These include, but are not limited to:

**Expectations**

- Leadership and participatory role in furthering the mission and vision of GSUAA and the University.

- Assist the staff by implementing strategic initiatives through personal influence with others (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
- Board directors are required to become a life member of the Alumni Association during the first year of his or her term. A 12-month installment plan of $62.50 is available for the Life Membership. Additionally, directors are required to make a minimum personal donation of $1,000 each year of his or her term. The director has the option to designate the donation to the Alumni Association Sustaining Life Member Program or a sponsorship for an Alumni Association Signature Event.

Board Meetings
The full Board meets four times per year; once per quarter. Directors are expected to attend these meetings in person. If unable to attend, directors are responsible for contacting Micah Smith, business coordinator at 404/413-1445 or msmith218@gsu.edu in advance. Any director who fails to attend two consecutive regular meetings of the Board without an excuse may be asked to resign upon request of the Board Chair.

Committees
- Board Development & Governance - responsible for the vetting and selection of new members, officers and the renewal of terms for board members.
- Brand & Communication - assist the Association with the building, living, and communicating a consistent presence amongst Georgia State University and the community that expands and connects the alumni base. (not currently active)
- Constituent Partnerships - work to strengthen collaboration with campus and external constituents to meet the needs of Georgia State University, its students, and alumni by encouraging participation and support of alumni initiatives.
- Finance - serve as an advisory committee to the Secretary-Treasurer of the Association and shall provide for the Association’s assets’ sound financial management.
- Student & Alumni Engagement - works with the Student Alumni Association and helps develop strategies to recruit members. It connects students and alumni through programs and events.
- 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 do their 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 and are asked to assess interest and commitment level. And, if interested, fill out the attached application.

• Prospective directors are interviewed by the Board Development & Governance Committee, association associate vice president, or designee and allowed to meet additional directors.

• On the board Development & Governance Committee's recommendation, prospective directors' names will be placed on the election slate.

• The board selection process is very competitive, and many applicants apply for multiple years before being selected.
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. Please provide your current and/or past involvement with the University and/or the Alumni Association.

____________________________________________________________________________________

____________________________________________________________________________________

____________________________________________________________________________________

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

____________________________________________________________________________________

____________________________________________________________________________________

____________________________________________________________________________________

Revised November 2020
4. Areas of expertise

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<tr>
<th>What skills and knowledge are you willing to bring to the board? Please indicate your experience in the following areas.</th>
<th>Very Experienced</th>
<th>Some Experience</th>
<th>Little or No Experience</th>
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<tbody>
<tr>
<td>Strategic planning</td>
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<td>Fundraising</td>
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<td>Board development (recruitment, training, evaluation)</td>
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<td>Program planning and evaluation</td>
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<td>Membership</td>
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<td>Fiscal management and control (budgeting, accounting, investments)</td>
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<td>Communication, public and media relations</td>
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<td>Public speaking</td>
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<td>Writing, journalism</td>
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<td>Event planning and implementation</td>
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<td>Bylaws – parliamentary procedures</td>
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<td>Music/theater/arts</td>
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5. What do you feel are your major assets and how would they translate to board activities?

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

6. Please tell us what 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

Please return completed application, resume, and headshot to:

Email: alumni@gsu.edu. If you have any questions regarding the application, please contact Renee Bazemore, Senior Director at 404/413-1431 or rbazemore@gsu.edu. www.pantheralumni.com

Revised November 2020