

# **BOARD APPLICATION AND POSITION DESCRIPTION**

#### <u>Overview</u>

The Western Colorado Contractors Association (WCCA) Board governs the overall execution of the Association's mission. Principally, the Board manages organizational finances and sets long term direction and priorities including the development of programs to meet member needs within the construction community of Western Colorado. Additionally, the Board oversees the Executive 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 that follow WCCA's mission.

The Board of Directors has 11 voting members. Terms are for 2 years with opportunity for re-election at the end of term.

#### Board Member responsibilities include:

- Attend monthly Board Meetings (7am -second Wednesday of each month. Out of Area Board Members May Participate by Phone)
- · Attend WCCA's meetings and events when possible
- · Direct WCCA efforts in the best interest of the association
- Be actively involved in one or more committees (Admin, Governmental Affairs, Education and Membership/Events)
- Be a representative of a Full WCCA Member Business

### Declaration of Candidacy

Resources available to prospective Board Members:

- Organizational Documents: Bylaws, FY Budget, and others upon request
- Program Overview & Calendar of Events
- Email or call the Executive Director Shawna Grieger 970-245-1384 with questions

#### To apply:

- Submit the one-page Board Application (page 2 of this document), a short bio (150 words) and your picture Shawna Grieger- WCCA at sgrieger@wcca-gj.com. PLEASE WRITE "NEW BOARD MEMBER APPLICATION" in the subject line. **Must be submitted one month prior to elections.**
- Your short biography and picture will be featured in any materials referring to candidates for the upcoming election.
- A ballot with all candidate pictures and short biographies will go to all Full WCCA Member to vote for new Board members. Elections will be held the first week of December each year. Results will be published following the election.

### Good luck and thank you for your consideration in becoming a part of the leadership for WCCA.

WCCA 2470 Patterson Rd. #14 GJ, CO 81505 P. 970.245.1384 <u>www.wcca-gj.com</u>



# Application for New WCCA Board Candidacy

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

We want to understand your views on current operations and how your potential contributions might fit with the organization's vision. Please include answers to the following questions in your biography for members to consider. Limit your response to this page/the space provided. Address and contact information will not be distributed. Please also send your picture to: <a href="mailto:sgrieger@wcca-gi.com">sgrieger@wcca-gi.com</a> or deliver/mail to WCCA 2470 Patterson Rd #14 Grand Junction, CO 81505

- 1. Please *briefly* describe your academic and professional background, and other relevant experience.
- 2. 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.
- 4. Are you currently serving on a board of directors for another organization? If so, please list organization name and your position/role.

Biography (150 words)					