

SUSTAINABLE TALLAHASSEE, INC.

Prospective Board Member Information and Application

MISSION

Sustainable Tallahassee, Inc. engages diverse communities by promoting environmental stewardship through education and economic development.

BOARD OF DIRECTORS

Pursuant to the Bylaws of Sustainable Tallahassee, Inc. ("ST"), the activities of ST are governed by a Board of Directors (the "Board") elected by the members of ST. The Board is comprised of a maximum of 21 individuals, with election taking place in the fourth quarter of the year, and the term of service beginning January 1 of the following year, unless filling a vacancy. An emphasis is placed on selecting potential Board member candidates that represent a cross-section of the Tallahassee community based on gender, ethnic background, profession, and volunteer experience.

REQUIREMENTS

Requirements of Board members include:

- Active ST member in good standing
- Mandatory attendance at Board meetings, special meetings, and annual meeting
- Mandatory involvement with at least one (1) of the ST Committees
- Active participation in ST activities (Green Drinks, Educational Programs, Events, etc.)
- Personal financial support to ST (minimum of \$300/year)
- Recruitment of new individual and business members to the organization
- Participation in fundraising activities

MEETING SCHEDULE

The Board generally meets the third Monday of each month. It is expected that all Board members will attend a new board member orientation, membership meetings, special meetings and the annual meeting. Board members will also be required to actively participate in at least one (1) ST Committee; committees generally meet monthly.

TIME and AVAILABILITY COMMITMENT

In addition to the above, ST seeks those individuals who:

- Are dedicated to transforming Tallahassee into a model of sustainability through best practices in business, technology and living
- Are ready, willing and able to make the time commitment necessary to accomplish the goals of ST
- Represent a cross-section from business, the arts, education, healthcare, government, science, community service organizations, community volunteers, etc.
- Possess a desire to work with all segments of the local community
- Are residents of Tallahassee or the surrounding area

BOARD APPLICATION PROCESS

- Applicants are selected on their own merit from written applications submitted to the ST Nominating Committee (per ST Bylaws).
- Application forms are available and should be returned to ST offices. All materials are available in alternative format upon request.
- The ST Nominating Committee, composed of five (5) ST members (per ST Bylaws), will review all applications received and make a determination as to selected applicants for a personal interview.
- Applicants will be contacted by an ST board member for consideration on the slate of nominees presented to the ST membership at the Annual Meeting, or if vacancies occur during the year a special election may be called. Notification of Board member slate selections from the ST Nominating Committee will be made at least ten (10) days prior to the Annual Meeting (per ST Bylaws).

Those individuals considering making application for a Board membership position are encouraged to attend 'Green Drinks' (which is held on the last Monday of each month), one of the ST Committee meetings, or contact our Executive Director or a current Board member to learn more about our organization.

FOR MORE INFORMATION CONTACT: admin@SustainableTallahassee.org or visit our website www.SustainableTallahassee.org

SUSTAINABLE TALLAHASSEE, INC. Board Member Application

This application can also be printed from Sustainable Tallahassee's website at www.SustainableTallahassee.org/volunteer. An application can also be made available in paper format if needed; contact us with your request at 850-597-9836 or admin@SustainableTallahassee.org.

The completed application should be returned via e-mail as a scanned document attachment to admin@SustainableTallahassee.org, or by postal mail to Sustainable Tallahassee, Inc., Post Office Box 765, Tallahassee, Florida 32302.

(APPLICATION BEGINS ON NEXT PAGE)

Sustainable Tallahassee Board of Directors Application

Name _____

Address _____

Occupation/Employer: _____

Phone: Home _____ Cell _____ Business _____

Email _____

Relevant Experience and/or Employment (attach a resume if desired) _____

Why are you interested in our organization? _____

What Area(s) of Expertise or Experience will you bring to Sustainable Tallahassee:

_____ Passion for promoting sustainability in our community and world

_____ Non-profit board governance

_____ Organizational leadership

_____ Fund raising experience

_____ Time and commitment to volunteer at ST events

_____ Project management skills and experience

_____ Financial management or accounting knowledge or experience

_____ Public speaking

- _____ Marketing, communications, newsletter writing, or newspaper article writing experience
- _____ Local government knowledge or experience
- _____ Connections with community leadership
- _____ Small business development expertise or experience
- _____ Event planning expertise or experience
- _____ Teaching experience
- _____ Grant writing or grant management experience
- _____ Website management or design experience
- _____ Expertise or experience in: ___ water quality, ___ transportation, ___ air quality,
 ___ recycling, ___ waste reduction, ___ energy, ___ solar, ___ greenhouse gas
 ___ land use planning, ___ growing or marketing local food, ___ climate change

Please elaborate or add other areas of Expertise or Experience you can contribute: _____

What other volunteer commitments do you presently have? _____

BOARD APPLICANT COMMITMENT

I understand the requirements of the ST Board as outlined in the Prospective Board Member Information Sheet above and if I am selected I will devote the time and resources necessary to actively serve and contribute. I understand the above commitments and agree to devote time and energy to serve Sustainable Tallahassee by them in signing this application.

SIGNATURE

DATE