**Responsibilities of the Board of Directors**

* Support and advance the organization’s mission/purpose and values.
* Assure the organization has a plan for providing services.
* Assure the organization has adequate resources to support its mission and services.
* Support and evaluate the work of the Executive Director.
* Approve the annual budget.
* Assure that the organization has the policies and controls to manage its money well.
* Actively advocate for the organization and its clients.
* Keep to, and support, the ethical and legal standards, and the organizational values.
* Assure the Board is the best it can be by recruiting Board members who have the skills the Board needs, and by conducting a regular Board self-assessment process.

**Responsibilities of Individual Board Members**

* Attend all board and assigned committee meetings, and organizational events.
* Review the agenda and meeting materials before the Board or committee meetings and be prepared to engage in dialogue and decision making.
* Stay informed about the organization’s progress, policies and programs.
* Inform others about the organization.
* Follow board policies including those related to conflict of interest and confidentiality.
* Recognize that differences of opinion will arise between board members, but once the Board has made a decision, each board member needs to accept and support the decision.
* Expect to serve as a board member for one to three years.

**Board Member Application Form**

Thank you for your interest in serving on the Board of Guided Pathways – Support for Youth and Families for King County families with a child who is experiencing serious mental health or substance abuse issues. The following application form is designed to let us learn about you and what you would hope to bring to the organization.

**How to Submit an Application**

|  |  |
| --- | --- |
| **Mail hard copy to:** | **Email copy to:** |
| Guided Pathways Support  Attn: Board Development Committee  6625 S 190th St, Suite B102 Kent, WA 98032 | admin@guidedpathways.org |

We look forward to reviewing your application!

**CONTACT INFORMATION:**

NAME: 

DAY PHONE: 

EVENING PHONE: 

EMAIL ADDRESS: 

STREET ADDRESS: 

CITY:  ZIP CODE: 

1. How did you learn about Guided Pathways – Support for Youth and Families?

1. What interests you about helping advise this organization?

1. Have you volunteered for or been active in other nonprofit organizations? If YES, please list the organization(s) and briefly describe how you have been involved.

1. Have you served on other boards or committees? If YES, please list the board/committees:

5. Which of these skills or areas of expertise, if any, would you bring to the Board?

Experience parenting a child with serious mental health and/or substance abuse issues

Knowledge of mental health, substance abuse, child welfare, juvenile justice, school systems

Public relations, advocacy

Fundraising, fund development

Grant writing

Organizational development

Finance

Human Resources/Personnel

New Organization/Business Start-up

Service provision in mental health and/or substance abuse

6. Please tell us about any other skills, strengths, or life experiences you can bring to this organization, or if you’d like, describe in more depth anything else you checked above.

7. Please read the “Board Members’ Responsibilities” information above. Do you have any questions or concerns about your ability to meet these responsibilities? Is there any help we can offer you that would make it easier for you to participate?

**OPTIONAL QUESTION:**

*Answering this question will help us ensure that the Board represents a broad spectrum of families.*

Please tell us more about yourself as a person. For example, you might want to talk about your age, ethnicity, sexual orientation, household, your line of work, your education, or honors you have received. You could share what you hope to get out of being on the Board or what passions drive you. In other words, please share whatever else you would like us to know about you.

**THANK YOU for your interest.**