



## 2020-2021 CHAPTER BOARD APPLICATION

*To be eligible for election to the MPI Oklahoma Chapter Board of Directors you must:*

- Be a member in good standing.
- Be willing to fulfill the obligations of the office in the capacity indicated.
- Be willing to contribute time and energy to the chapter with the consent of your employer.

### Board Positions:

**President-Elect:** (One Year Term of a Three Year Commitment) Succeeds the President of the chapter. President-Elect, President, and Immediate Past President serve one year in each position comprising a three-year term.

*Note: This position requires prior MPI board experience to apply.*

**VP of Membership: (2 Year Term)** Oversees member engagement, retention, and recruiting efforts.

**VP of Education: (2 Year Term)** Oversees the chapter monthly education programs, securing high-quality educational speakers.

**Director of Programming: (2 Year Term)** Secures the monthly venue locations, food, and logistical needs for the meeting.

**VP of Communications: (2 Year Term)** Oversees all chapter communication, email marketing, and social media.

**Director of Marketing: (2 Year Term)** Promotes chapter meetings and events through social media and regular maintenance of the website.

**VP of Finance: (2 Year Term)** Oversees chapter financial records.

**Director of Strategic Alliances: (2 Year Term)** Secures cash sponsors and donations.

*For detailed information on these roles please visit our website at [www.mpi.org/oklahoma](http://www.mpi.org/oklahoma) under "About Our Chapter", select "Board Roles".*

#### **Time Commitment:**

Regular attendance at monthly board meetings and monthly education programs, occasional evening cocktail networking, and any monthly committee meetings (coffee chats) you are responsible for.

***Attendance at the annual MPI board retreat (spring 2020) and mid-year retreat, January 2021 is required to be considered for 2020-2021 term.***

*We encourage all members interested in chapter leadership to complete this application and return it to the address below by **December 20, 2019**.*

**BOARD SERVICE**

The officers and directors represent the voice of the chapter's membership. To ensure that the Board has the vision and the ability to provide the chapter membership with a variety of benefits including opportunities for learning, building relationships, and growing their businesses, it is required that the board collectively possess the following traits:

**~ Entrepreneurship ~ Accountability ~ Respectful Dialogue ~ Professionalism ~ Organizational Skills  
~ Creativity ~ Fiscally Responsible ~ Strong Leadership ~**

With these traits in mind, please answer the following questions, which illustrate your ideas for the future growth, direction, and development of the MPI Oklahoma Chapter. The final board slate will be determined by March 1, 2020.

**POSITION(S) APPLYING FOR:** \_\_\_\_\_

**What motivates you for a board position with our chapter?**

**What are two goals you expect to accomplish during your term?**

**Do you anticipate any personal or professional constraints (including time) on your service?**

**Will your employer support you in the role and responsibilities you are seeking on the board?**

**List your committee, board, and/or special event involvement in MPI during your membership.**

**List any awards or professional recognition received during your career in the meetings industry.**

**What do you see as the single most important issue or concern facing the MPI Oklahoma chapter during the next year? Why?**

## INDIVIDUAL ASSESSMENT

### Leadership

Ability to lead; viewed by others as leader; excellent reputation in the community; self-awareness (the ability to read one's emotions and recognize their impact while using gut feelings to guide decisions); self-management (involves controlling one's emotions and impulses and adapting to changing circumstances).

Individual Assessment Rating for Leadership (1 – 10) \_\_\_\_\_

*Experience Rating: 1 – 3 Very Little to Some | 4 – 6 Some to Moderate | 7 – 10 Moderate to Expert*

As a board member, please state how you feel your leadership qualifications and chapter experience would benefit the chapter.

### Personal Communication Skills

Demonstrates strong verbal and written communication skills, the ability to sense, understand, react to other's emotions while comprehending social networks, and experience in organization and group dynamics.

Individual Assessment Rating for Communication Skills (1 – 10) \_\_\_\_\_

*Experience Rating: 1 – 3 Very Little to Some | 4 – 6 Some to Moderate | 7 – 10 Moderate to Expert*

Give examples or a basis for individual assessment from your professional experience.

### Influence

Demonstrates ability to inspire, influence and develop others while managing conflict.

Individual Assessment Rating for Influence (1 – 10) \_\_\_\_\_

*Experience Rating: 1 – 3 Very Little to Some | 4 – 6 Some to Moderate | 7 – 10 Moderate to Expert*

Give examples or a basis for individual assessment from your professional experience.

NAME: \_\_\_\_\_ MPI MEMBER ID: \_\_\_\_\_

EMPLOYER: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

After completing this application, reviewing the corresponding job descriptions and with the support of my employer, I would like to be considered for the position(s) indicated above.

Please sign below indicating your agreement to serve if selected and confirming the full support of your employer for your time commitment.

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Candidate signature

Date

**Please return this form no later than: December 20, 2019.**

**Return via email to:**

MPI Oklahoma Nominations Committee  
Kimberley Worrell, CMP  
Immediate Past President  
[kworrell@okcmoa.com](mailto:kworrell@okcmoa.com)

***Thank you for your interest in giving back to the MPI Oklahoma Chapter!***