



2019-2020 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 volunteer board experience to apply.

VP of Communications: (2 Year Term) Oversees all chapter communication, 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.

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

VP of Education: (2 Year Term) Oversees the chapter monthly education programs.

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

For detailed information on these roles please visit our website at www.mpiok.org under the "About tab", click "Board Roles".

Time Commitment:

Regular attendance at monthly board meetings, monthly education programs, occasional mix and mingles (evening cocktail networking), chapter fundraisers and any monthly committee meetings (coffee chats) you might be responsible for.

Attendance at the annual MPI board retreat, April 15-16, 2019 and mid-year retreat, January 2020 is required to be considered for 2019/2020 term.

*We encourage all members interested in chapter leadership to complete this application and return it to the address below **by 1/04/19.***

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 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 ~ Professionalism ~Organizational Skills
~ Reputable ~ Creative ~ Fiscally Responsible ~ Leadership Skills~**

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 1st, 2019.

Involvement:

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

Awards:

List any awards or professional recognition received during your experience in the meetings industry or expand on any other allied professional organizations or civic roles that you actively support.

MPI Challenges:

What do you see as the single most important issue or concern facing chapter members during the next year? Why? You may use an additional sheet of paper.

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 an officer or director, please state how you feel your leadership qualifications and chapter experience would benefit the chapter. What do you hope to accomplish?

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 definition of basis for individual assessment from your professional and/or personal as well as MPI Chapter

Experiences: _____

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 definition of basis for individual assessment from your professional and/or personal as well as MPI Chapter experiences:

NAME: _____ MPI MEMBER NUMBER: _____

EMPLOYER: _____ TELEPHONE: _____

EMAIL: _____

POSITION APPLYING FOR: _____

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.

Candidate signature

Date

Please return this form no later than: January 4th, 2019

Return via email, fax or mail to:

MPI Oklahoma Nomination Committee

c/o Tasha Houck

741 North Phillips Avenue, Oklahoma City, OK 73112

Fax: 405-234-5565 or email: Tasha.houck@hilton.com

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