**BOARD OF DIRECTORS APPLICATION  
for Terms Starting July 1, 2022**

All members interested in chapter leadership are encouraged to complete this application and return it to the email address below. Descriptions for board positions can be found on our chapter website at [mpi.org/chapters/texas-hill-country/about-our-chapter/board-of-directors/board-descriptions](https://www.mpi.org/chapters/texas-hill-country/about-our-chapter/board-of-directors/board-descriptions).

**Application must be received NO LATER THAN Friday, December 3, 2021 at 5 p.m.**

MEMBER NAME: MPI MEMBER NUMBER:

ORGANIZATION: PHONE:

EMAIL:

Minimum requirements for serving on the MPI THCC Board of Directors:

Pre-Term Requirements

* Attend On-Boarding Meeting – date/location TBD, expected mid to late March 2022
* Attend Annual Board Retreat – date/location TBD, expected early to mid May 2022
* Complete MPI Global Forms and/or Trainings Required - usually online, Chapter Business Summit expected April 2022

During Term Requirements

* Attend Mid-year Board Retreat – date/location TBD, expected early January timeframe
* Attend Board meetings - once a month and ad hoc
* Attend MPI Texas Hill Country Chapter educational sessions, if possible, and as many other chapter programs as possible such as networking events, fundraising events, TEC (Texas Education Conference), Southwest Showcase, chapter celebration event and the annual holiday event.
* Submit monthly board reports on time

The Officers and Directors represent the voice of the chapter’s membership. To ensure that the board has the vision and ability to provide members 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:

**~ Diversity ~ Commitment ~ Accountability ~ Respectful ~ Communication ~ Professional ~**

**~ Reputable ~ Open-minded ~ Fiscally Responsible ~ Management Skills ~**

With this in mind, please answer the following questions, which illustrate your ideas for the future growth, direction and development of MPI Texas Hill Country Chapter. The Nominating Committee will contact you shortly after the application deadline to schedule a phone interview. The final board slate will be determined by December 31, 2021 and presented to the membership by January 30, 2022.

1. Why are you interested in serving on the MPI THCC Board of Directors, term starting July 1, 2022?
2. List your committee, board, and/or special event involvement in MPI during your membership. Please note you are not required to have previous involvement to volunteer for chapter leadership.
3. List any awards or professional recognition received and/or describe service on any other boards during your experience in the meetings industry, or expand on any other allied professional organizations or civic roles that you actively support.

1. Please rank the following skills from your strongest (1) to your weakest (7).

\_\_\_\_\_ Leadership \_\_\_\_\_ Strategic Thinking

\_\_\_\_\_ Influence \_\_\_\_\_ Fiduciary Responsibility

\_\_\_\_\_ Business Acumen \_\_\_\_\_ Personal Communication Skills

\_\_\_\_\_ Loyalty to MPI

1. In which of the following areas do you have experience (check all that applies)?

\_\_\_\_\_ Financial Expertise \_\_\_\_\_ Chapter/Community Experience

\_\_\_\_\_ Governance \_\_\_\_\_ Strategic Planning

\_\_\_\_\_ Marketing \_\_\_\_\_ Education programming/training

\_\_\_\_\_ Industry Experience

6. Which of the following is your strongest management skill?

\_\_\_\_\_ Time \_\_\_\_\_ Meetings & Events

\_\_\_\_\_ People \_\_\_\_\_ Projects

Indicate the position(s) you are interested in by checking the box next to those positions below. It is recommended to choose 1 to 3 positions of interest to allow the Nominating Committee flexibility to recommend the best person for each position. The chapter board is composed of Officers and Directors.

**OFFICER (EXECUTIVE COMMITTEE)** (General Responsibilities – [click here](https://www.mpi.org/chapters/texas-hill-country/about-our-chapter/board-of-directors/board-descriptions) for complete position descriptions)

Term of office for any officer is defined as one (1) year. President-Elect serves President-Elect, President, and Immediate Past President role, respectively, for one (1) year each. Any Vice President having served one (1) full term shall be eligible for re-nomination and re-election to serve one (1) additional one-year term in the same office.

Each Officer will take office on the first day of the fiscal year of MPI (July 1) and serve a one-year term. They are responsible for developing and monitoring the chapter budget, strategic goals and objectives and ensuring that the needs of the chapter members are adequately met. In addition, they are expected to attend and to actively participate in board meetings, chapter activities and committee meetings as assigned.

|  |  |  |  |
| --- | --- | --- | --- |
|  | President (filled) |  | Immediate Past-President (filled) |
|  | President-Elect (3 year term) |  | Vice President of Communication |
|  | Vice President of Education |  | Vice President of Finance |
|  | Vice President of Membership |  |  |

**DIRECTORS** (General Responsibilities – [click here](https://www.mpi.org/chapters/texas-hill-country/about-our-chapter/board-of-directors/board-descriptions) for complete position descriptions)

Term of office for any director is defined as one (1) year. After serving one term, Directors may be re-elected for up to two (2) additional one-year terms, and after three (3) consecutive one-year terms they will not be eligible to serve in the same office until at least one (1) year has elapsed from the expiration of the prior term.

Each Director will take office on the first day of the fiscal year of MPI (July 1) and are elected for one-year terms.

The Board is responsible for reviewing and approving the organization’s strategic plans. The Board oversees financial integrity and monitors performance against achievement of strategy and long-term vision. The Board is expected to attend and to actively participate in board meetings, chapter activities and committee meetings as assigned.

|  |  |  |  |
| --- | --- | --- | --- |
|  | COMMUNICATION |  | FINANCE |
|  | Director of Marketing |  | Director of Fundraising |
|  | Director of Social Media |  | Director of Strategic Partnerships |

|  |  |  |  |
| --- | --- | --- | --- |
|  | EDUCATION |  | MEMBERSHIP |
|  | Director of Education |  | Director of Engagement & Retention |
|  | Director of Programs |  | Director of Recruitment & Networking |

**Board of Directors Commitment Statement**

MPI Texas Hill Country Chapter Board of Directors meets approximately once each month. It is expected that board members attend all scheduled board meetings. It is required that all board members complete and submit a monthly board report form on time, agree to come prepared for all meetings and fulfill their responsibilities outlined in the job descriptions. In addition, it is expected that all board members actively participate in the organization. Do you agree with this commitment statement and acknowledge that you comply or will comply with all its elements?

I Agree with the Commitment Statement

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
Signature

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Name

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date

**Please complete this application and submit via email no later than Friday December 3, 2021 at 5 p.m. to the MPI THCC Nomination Committee at** [**nominations@mpithcc.org**](mailto:nominations@mpithcc.org)***.***

**THANK YOU FOR YOUR INTEREST IN SERVING ON THE MPI THCC BOARD OF DIRECTORS!**