



# PENNIES FOR POVERTY: 2 CENTS 4 CHANGE



## Application to the Board of Directors

Please complete this application. Use additional pages if required.

Name		
Home Address		
phone	fax	e-mail
Work (if applicable) Company & Address		
phone	fax	e-mail

What skills and knowledge are you willing to bring to our board? Please indicate your experience in the following areas.	very	some	little or no experience
strategic planning			
fundraising			
board development (recruitment, training, evaluation)			
program planning and evaluation			
recruiting, hiring and evaluating personnel			
financial management and control (budgeting, accounting)			
communication, public and media relations; participation in interagency committees.			
public speaking			
organizational development			
information technology			
writing, journalism			
special events (planning and implementing)			
<i>//list other skills//</i> :			

**For the items you checked as “very experienced” or “some experience”, please provide details below or on a separate piece of paper.**

**If not described above, please outline your experience as a volunteer board or committee member?**

Summarize your experience with and/or interest in our organization.

**If you have a resumé, please attach it.**

**Mail, e-mail completed application to:**  
***Pennies for Poverty: 2 Cents 4 Change, 282 High St., Newburyport, MA 01950***  
***or email: 2cents4change@gmail.com***

Purpose of this form This form provides you with basic information about what ABC requires from its Board members. If you have doubts about your ability to commit the required time, attend scheduled meetings, or comply with these requirements, please advise the recruitment committee before they submit your name for consideration.

**Term of office:**

2 years. Elected at Annual General Meeting. Directors may serve a maximum of 6 years. Directors may be appointed by the Board to fill vacancies until the next Annual General Meeting.

**Fund Raising**

All board members are expected to help plan, work on and attend fundraising events, and participate in annual and special campaigns.

**Time Requirements:**

We require a time commitment of about 88 hours per year, or an average of 7 hours per month for board meetings, committee meetings, orientation sessions, and special events, including preparation time. We cannot do a good job or meet deadlines without full participation from members.

**Board Meetings**

The full board meets at least 2 times per year (Feb and July). See below for meeting schedule. ***If this schedule poses problems for you, please advise the membership committee.***

**Committee Meetings**

Committees meet at the pleasure of committee members in order to accomplish certain tasks by established deadlines. Attendance is essential for the committees to do their work.

**Orientation Sessions**

There will be a half-hour to one-hour orientation sessions for new Board Members.

**Other Time requirements**

AGM: We hold an Annual General Meeting which includes the presentation of community service awards.

Social Events: We normally have at one or two social events per year where staff, friends of the organization and board members can interact.

Strategic Planning: We normally hold a one-day retreat each year to review and update our strategic plan. Next year, we will be reviewing our mission/vision/values statement and developing new outcome measures and performance indicators. This will involve several meetings and one day-long retreat (on a Saturday).

**Selection Process**

- Board members and Staff identify prospective board members. These are individuals who have demonstrated leadership and commitment to values shared by ABC.
- Prospects receive this information package. If still interested, they are invited to attend a board meeting, orientation session, or other event.
- If board and prospective member wish to proceed, prospect is interviewed by Membership Committee.
- On recommendation of Membership Committee, name is placed on the slate for election by the membership at the next AGM. If the recruitment is to fill a vacancy on the board, the candidate may be appointed by the Board to serve what remains of the term.

**Approach to Governance**

Briefly stated, we believe that the Board's role is to ensure that ABC establishes and maintains the trust of the community by being clear in its mission, prudent and ethical in its activities, and accountable for its actions. Our meetings focus on planning, policy-making, and assessing our progress.

**Our Mission and Goals**

**Vission :** (vission/mission statement)

**Goals:** ( annual goals / objectives)

**Values and Beliefs**

Our board members sign the attached code of behaviour



### **As a Board member of Pennies for Poverty, I will**

- **be committed to the mission of Pennies for Poverty**
- **act in a manner consistent with the mission and values of Pennies for Poverty**
- **focus my efforts on the mission of Pennies for Poverty and not on my personal goals**
- **accept responsibility and share power in order to work as a productive, cooperating member of the Board of Directors**
- **avoid conflicts of interest between my position as a board member and my personal and professional life.**
- **support in a positive manner all actions taken by the Board of Directors even when I am in a minority position on such actions.**
- **never exercise authority as a board member except when acting in a meeting with the full board or as I am delegated by the board.**
- **keep confidential matters confidential.**
- **be accountable to the membership and the community, for competent, conscientious and effective accomplishment of the obligations of the Board**
- **ensure that discrimination is never practiced at Pennies for Poverty**
- **act in a manner consistent with this Code of Ethics despite personal opinions, values or differences.**
- **attend meetings consistently, prepare for meetings, participate fully, and otherwise fulfill my fiduciary obligations to Pennies for Poverty**
- **Working Credo:**

When making decisions at the Pennies for Poverty, the board, staff and volunteers will be accountable for and conscious of the following:

- ⇒ The best decision will be the decision that provides the best end result for the highest number of our partners, the clients they serve, the issues they address, and the future of our community.
- ⇒ The core reason the Pennies for Poverty Program exists is to lessen the current effects of poverty and crisis, while working simultaneously to eliminate the root causes of poverty and crisis in the future. Today's decisions will therefore be made in the context of both today and tomorrow, asking the question, "How will this decision affect the future of our organization AND the future of our community?"
- ⇒ All parties to any decision will be treated with respect, dignity, compassion, grace, integrity, honesty and humanity.
- ⇒ Our message must be positive, that we CAN make change. With a passionate optimistic message, we can change minds and move mountains.
- ⇒ We can accomplish significant change if the whole community works together, focusing ALL the community's varied resources towards improving our community's quality of life. All the community must share ownership of our problems and our solutions.