

Friends of Ramona Outdoor Community Center, Inc.

Member of the Board of Directors Position Description and Expectations

Purpose: To advise, govern, oversee policy and direction, and assist with the leadership and general promotion of Friends of Ramona Outdoor Community Center (ROCC) so as to support the organization's mission and needs.

Mission statement: ROCC promotes and supports recreation activities, park improvements, facility use, and cultural well being of the greater Ramona community.

Goals:

- To educate residents of Ramona concerning recreation and park activities and facilities
- To promote, support, and sponsor recreation programs and facility/park improvement projects
- The promotion of the cultural well-being of the community
- The education of the community concerning the availability of such activities and facilities
- The promotion of athletic activities and the education of participants in ideals of good sportsmanship and safety

Major responsibilities:

- Organizational leadership and advising
- Formulation and oversight of policies and procedures
- Financial management, including adoption and oversight of the annual budget
- Review of organizational reports
- Promotion of the organization
- Fundraising and outreach
- Collaborating with potential sponsors
- Recruitment of sponsors and advertisers (as applicable)

Length of term:

- One year, pending appointment by the Board of Directors of the Ramona Outdoor Community Center (ROCC).

Meetings and time commitment:

- Meeting time and location to be determined by the board.
- Committees of the board meet, pending their respective work agenda.
- Board members are asked to attend special events and meetings, as they are determined.

Expectations of board members:

- Attend and participate in meetings on a regular basis, and special events as able.
- Participate on at least one committee and serve on ad-hoc committees as necessary.
- Be aware and alert to community concerns that can be addressed by Friends of ROCC.
- Help communicate and promote ROCC mission and programs to the community.
- Become familiar with Friends of ROCC finances, budget, and financial/resource needs.
- Understand the policies and procedures of ROCC.

Friends of Ramona Outdoor Community Center, Inc.
Board of Directors Candidate Application

PROVIDE COMPLETE INFORMATION (in black ink)

Name:

e-mail address:

Home Address:

Telephone Number(s):

How long have you lived in Ramona?

Preferred method of contact:

Present Employer and Work Address:

Education: (College, Professional, Vocational, or other schools attended)

Please list boards and committees that you serve on, or have served on (business, civic, community, fraternal, political, professional, recreational, religious, social) (additional information may be attached):

Dates of service:

Name of Organization:

Role/Title:

Briefly describe the personal qualifications you possess which you believe would be an asset (additional information may be attached):

Have you received any awards or honors that you'd like to mention?

Please list any previous volunteer experience:

How do you feel Friends of ROCC would benefit from your involvement on the Board?

Skills, experience and interests (Please check all that apply):

- Finance, accounting Non-profit experience Program evaluation Special events
 Outreach, advocacy Personnel/Human resources Community service Public relations
 Grant writing Administration/Management Policy development Education, instruction
 Fundraising Recruiting Sponsors

Other _____

Please list any relevant personal or professional memberships affiliations you hold:

Please list any groups, organizations or businesses that you could serve as a liaison to on behalf of Friends of ROCC.

Please tell us anything else you'd like to share.

I have sufficient time to devote to this responsibility and will attend the required meetings if I am appointed to fill a future vacancy. I hereby certify that all statements contained in this application are true.

Signature

Date

Appointments to Ramona Outdoor Community Center,(ROCC) are made by the current ROCC Board of Directors.

Applications not acted upon will expire after one year from the date submitted unless renewed by the applicant.

NOTE: *ALL APPLICATIONS ARE PUBLIC RECORD.* Mail your completed application to Ramona Outdoor Community Center (ROCC) PO Box 1555 Ramona, CA, 92065. Phone: 760-788-0811 or email Joani at joani@ramonarodeo.com

Thank you for applying!