

2018-2019 Board Member Application

Mother's Last Name: _____ First Name: _____

Daughter's Last Name: _____ First Name: _____

Grade Fall 2018: _____ School: _____

Mother's Cell: _____

Mother's E-Mail: _____

We welcome and encourage our members' interest in serving on the SASO Girls Board. If selected to serve, you will be expected to attend each monthly meeting and to fulfill the requirements of your position for a one (1) year term.

Please rank your interest in each position for which you are applying in preferential order; i.e., by placing a one (1) by your first choice, a two (2) by your second choice, and a three (3) by your third choice.

_____ **Philanthropy Co-Director:** Assist current philanthropic board members to create SASO annual calendar

_____ **Personal Growth Director:** helps plan and implement all Philanthropic Opportunities for the year; secure the programs, and locations; coordinates event calendar with Communications Director and the Board; and helps where needed at SASO Girls events.

_____ **Vice President:** Work with the President to make sure board resolutions are carried out, be able to perform Presidents duties in her absence, Serve as a liaison between SASO boys and SASO girls, Coordinate SASO group pictures/SASO senior pictures, manage, publish pictures and communication on Facebook, Twitter, Newspapers, School year book, etc. Would be perfect if this person was VP 1 year and then President 1-2 years. (Not mandatory)

_____ **Secretary:** Attend and take notes during all Board meetings. Write and email board members the minutes from monthly members.

_____ **Treasurer:** Present annual budget to the board for approval. Inform board of concerns and assessments of fiscal health. Pay bills, send final account statements to SASO Boys at end of tax year(March).

_____ **Apparel Coordinator:** Bring pricing and apparel design info to the board meeting for approval/review. Collect apparel forms, receive apparel, pack and label orders, alphabetize and place in boxes for member pick up.

_____ **Communications Director:** Prepare Monthly Newsletters, Send emails as needed for event reminders, Communicate with the Web Site Administrator (give event dates, description, sign up dates) Update the website as needed working with philanthropy.

_____ **Requirements Coordinator:** Track member event status by collecting and recording sign up sheets. Keep record of all cancellations and no shows. Email all members missing event requirements. Work with board on all other items as needed. This is a significant role, you must be organized and knowledgeable in spreadsheets/Excel.

Why do you want to serve on the SASO Girls Board?

List volunteer roles you have held in the last three(3) years. If you have been or are currently serving on the board of another philanthropic organization, please highlight your role and experience.

Provide two (2) non-family member references we may contact.

Name: _____ E-Mail: _____

Name: _____ E-Mail: _____

Thank you for your interest in joining the SASO Girls Board. Email Laura Harryman with any questions at lmharryman@gmail.com