

How long have you lived in Alaska? _____

How long have you lived in Seward? _____

How long have you been with your present employer? _____

Former job titles or positions held: _____

Current Chamber involvement: _____

Prior Chamber involvement: _____

Clubs or organizations that you are a member of: _____

Additional community involvement that you would like to highlight:

Signature

Date



**Seward Chamber of Commerce
Conference and Visitors Bureau**

Board Member Position Description

The Board of Directors is composed of nine (9) members elected by the membership. Directors represent various sectors of private enterprise, government, and the community and each industry sector may be represented by a maximum of two (2) representatives unless a Director has affiliation with more than one business in different industry sectors.

The Board of Directors is responsible for establishing procedure and formulating policy of the organization. Board members will attend Board meetings (approximately 1 1/2 hours, once monthly) to consider, advise and act upon business before the Board. Board members are expected to attend regularly.

Board members attend membership meetings as scheduled (the first and third Fridays of each month, except for June, July, August, and December which are the first Friday of the month only) and assist in suggesting speakers or topics that will contribute to the membership and meet the strategic goals of the organization.

The Board of Directors plans for the future of the organization through long-range (strategic) planning and establishing short-term goals. Board members (in-coming and out-going) participate in an annual strategic planning session, reaffirming the organization's mission statement and reviewing and refining the long-term plan and goals for the upcoming year.

Board members participate actively on one or more Chamber committees by attending meetings and creating and/or executing ideas with the approval of the Board of Directors.

Board members advocate for the organization and encourage potential members to join and participate in Chamber functions. Board members lobby funding sources and communicate with the community and members about the Chamber's needs.

Individual board members contribute their professional and personal expertise by advising the President, Board and staff of areas in which the Chamber can better represent the business community.

Board members attend as many of the Chamber's functions as possible to ensure good visibility of the Board and facilitate interaction with the membership.