



Madison Area Chamber of Commerce Board Member Application

Thank you for your interest in serving as a board member with the Madison Area Chamber of Commerce. Serving on the board is a rewarding experience and an opportunity for professional growth. Completing this form will help you understand the skills and time/resource commitments of this leadership position. You may find it helpful to read through the entire application and job description before you begin filling it out.

Board Member Job Description:

1. Serves a minimum of one (1), three-year term on the board. Eligible to serve two (2), three-year terms.
2. Accountable to Chamber board members
3. Attends board meetings and important related meetings on a regular basis. The full board meets the 3rd Thursday of every month at 12 pm at The Madison Area Chamber of Commerce.
4. Makes a serious commitment to participate actively on the Chamber board and committee work.
5. Volunteers for, and willingly accepts assignments and completes them thoroughly and on time.
6. Stays informed about board matters, prepares themselves well for meetings, and reviews and comments on minutes and reports.
7. Builds a collegial working relationship with other board and committee members that contributes to consensus.
8. Participates in the board's annual evaluation and planning efforts.
9. Participates in membership recruitment for the organization.
10. Participates in fund raising for the organization.

Board members are the governing and policy-making body of the Chamber of Commerce. It authorizes and implements the program of action, approves the budget, controls its property, receives and acts on committee and division recommendations and directs the general operations of the Chamber and acts on the recommendations of the Executive Committee and President.

Other Specific Duties Include:

1. Each board member is a representative-at-large of all Chamber members.
2. Each board member is expected to maintain close contact with other members of the Chamber.
3. The board is responsible for assisting in the financing of Chamber operations by recruiting new Chamber members, attending events, and participating in fundraising efforts.
4. Board members shall endeavor to enlist the talents and energies of other Chamber members in committee and division activities.
5. The board shall assign program of action objectives and clearly define the responsibility and authority of committees.
6. The board shall delegate such authority and responsibility to the chairman of the board and staff as it deems necessary to accomplish the Chamber's objectives.
7. Each board member should make every effort to maintain good attendance and be on time. Upon the absence of a board member from three (3) meetings of the board for reasons the board fails to declare sufficient, that member's resignation from the board shall be deemed to have been tendered and accepted. Board meetings will be on a definite schedule throughout the year unless otherwise stated with advanced notice.
8. A board member may expect to encounter criticism of the organization and has the obligation to defend it against unfair criticism or to initiate any necessary action to eliminate the cause if the criticism is justified.
9. Board members are responsible to the general membership.



Thank you for your interest in becoming a Madison Area Chamber of Commerce Board Member. Please complete the following application to be considered for a board member position.

Name:

Business Affiliation/Title:

Mailing Address:

Business Phone:

Home Phone:

Mobile Phone:

Email:

What is your experience as a member of other community groups?

What is your definition of a Chamber of Commerce?

What type of life experience(s) do you have which would add to your being a board member?

Why do you want to serve as a board member with the Madison Area Chamber of Commerce?

What special interest (or what areas) would you be interested in working on?

Please Circle:

Will you attend regular board meetings? Yes No Will you attend special meetings? Yes No

This application will remain confidential and on file at the Chamber of Commerce office. Applications are used by the Chamber board to identify and evaluate potential board candidates. All new members are elected by a majority vote of current board members.

Warmest Regards,

Madison Area Chamber
301 E. Main Street
Madison Indiana. 47250
info@madisonindiana.com