



LATINO COMMUNITY ASSOCIATION  
**BOARD MEMBER APPLICATION**

The Latino Community Association exists primarily to connect our Latino community members with services and opportunities to meet their needs and aspirations. We also assist agencies and organizations to connect with Latinos and their families.

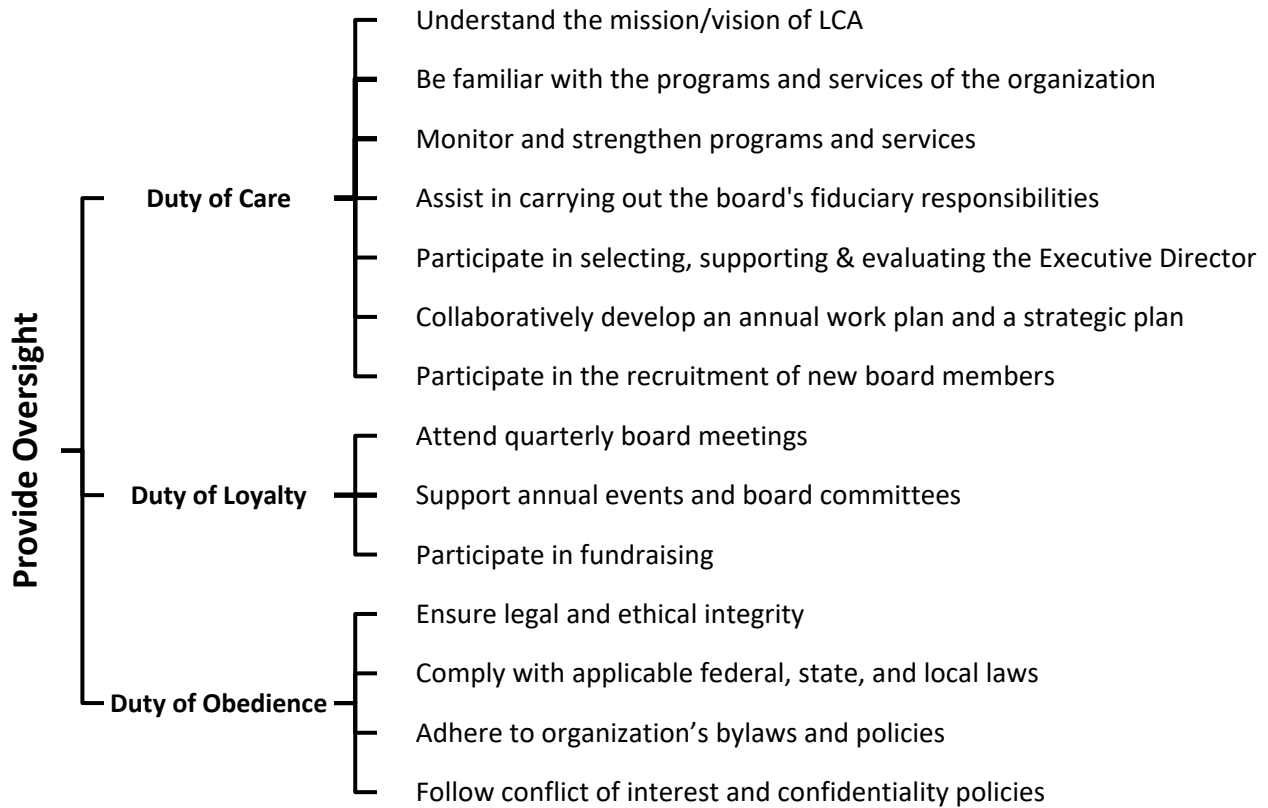
**Mission:** *The mission of LCA is to empower our Latino families to thrive by creating opportunities for advancement and building bridges that unite and strengthen us all.*

**Vision:** *LCA envisions a cohesive and diverse community where all people are valued and empowered to participate and contribute to the health and prosperity of Central Oregon.*

**Bylaws:** *Our board of directors consists of at least 5 and no more than 15 members. The term of each director is 3 years. A quorum for decision-making will be a majority of the current members. Officers are elected annually and consist of President, Vice-president, Secretary and Treasurer. No director shall receive compensation.*

**Latino Community Association Board of Directors Duties & Responsibilities**

LCA's Board focus is a blend of fundraising and policy - a governing board committed to supporting financial sustainability and developing policies that guide operational decisions. Board members of LCA understand that they are the stewards of the organization and accept the legal and fiscal responsibilities for the governance of the organization in accordance with LCA's by-laws and policies.





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**Board Member Expectations**

1. Ability to relate the mission/vision of LCA to others in a positive way.
2. Attend all board meetings, communicating to board any foreseeable absences.
3. Review the agenda and supporting materials ahead of time and request additional information.
4. Respond to board communications in a timely manner and follow through on given assignments.
5. Review the organization's financial statements (ask questions or request training for better clarity and understanding).
6. Support at least 1 board committee, attend training sessions and annual retreat.
7. Annually attend program-related events each year.
8. Ensure that LCA has adequate and well-managed resources.
9. Participate in fundraising and make a personally significant financial contribution.
10. Participate in recruitment of new board members.
11. Follow conflict of interest and confidentiality policies.
12. Refrain from making special requests of the staff.
13. Keep up-to-date on developments in the field.

**Ideal Personal Characteristics**

**Ability to:** listen, analyze, think clearly and creatively, work collaboratively with individuals and groups

**Willingness to develop and enrich existing skills:**

- Cultivate and recruit board members, volunteers & potential partners; cultivate and solicit funds; read and understand financial statements; learn more about LCA programs & its industry.

**Qualities:**

- Personal integrity and honesty; patience and flexibility; sensitivity and responsiveness to differing views; community-building skills; a champion for equity, diversity and inclusion; concern for LCA's health and development; a sense of humor!

**Time Commitment:**

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*Term of Office:* **Three year term**

**Board Meeting:** 2.5 hrs/quarterly (plus prep)    **Committee Meetings:** 1-3 hrs/ monthly (varies per season)



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Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: (primary) \_\_\_\_\_

What language(s) do you feel comfortable speaking/reading/writing?

\_\_\_\_\_

Please share your cultural and personal identities (race/ethnicity, gender, etc):

\_\_\_\_\_

\_\_\_\_\_

What is your knowledge and experience with diversity, equity and inclusion?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please list professional and lived experiences that might benefit the work of the Latino Community Association. Attach a resume or personal narrative if you wish.

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\_\_\_\_\_

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Please share past and/or current volunteer involvement, board/committee experience, membership and involvement in any movements or campaigns. What role(s) did you play? Attach page(s) if needed.

\_\_\_\_\_

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What is most meaningful to you in board membership for the Latino Community Association?

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What skills or experience do you bring to the LCA board? and what experience or skills do you hope to gain?

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What does it mean to you to have a commitment to equity and empowering Latino communities to thrive? How might you demonstrate this commitment as a member of our board of directors?

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Please provide two references:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

Email or Mailing Address: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

Email or Mailing Address: \_\_\_\_\_

Are you willing to commit to a **three-year term** on the Board of Directors?      **Yes**                      **No**

*Having read and understood the Board Member Roles and Responsibilities (attached), do you agree to adhere to the by-laws and policies of the organization as well as committing yourself fully to the roles and responsibilities of board membership?*

**Yes**                      **No**

**Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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Date of Board Review: \_\_\_\_\_ Date of Approval: \_\_\_\_\_ Date of Board Entry: \_\_\_\_\_