



2024 Board Application

Mission Statement

Business and community members joining together in networking, advocacy, and education



Board Member Application

The Board of Directors is the group elected to oversee all Carmichael Chamber of Commerce operations. It is composed of highly respected individuals who are carefully selected for their commitment to the Chamber and the community. Board member applications will be reviewed by the Executive Board.

Name:

Company:

Business address:

Job title:

Length of employment:

Job responsibilities:

Phone:

Email:

Why do you want to be a member of the Board of Directors? Please describe both personal and business goals.

What special talents do you have that you can bring, and/or in what capacities have you volunteered so far for the Carmichael Chamber of Commerce?

Other current Carmichael community organization involvement:

Chamber Member References: _____

Please return your completed application to the 2024 Board President Rosie Buck, by email: execdir@carmichaelchamber.com. All applications will be considered. Questions? Call us at 916-481-1002.



Board Member Job Description

PURSUANT TO THE BYLAWS: The governing Board of Directors of the Carmichael Chamber of Commerce is responsible for establishing general policy and direction for the Chamber, including the adoption of the annual budget, monitoring financial position, adoption of a yearly program of work; confirmation of appointments to the Board or Executive Committee; approval of amendments to Chamber Bylaws; selection of the Executive Director and related matters.

SPECIFICALLY: The individual Board Member shall:

1. Attend Board and committee meetings regularly. (The Board meets at 11:30 am on the third Tuesday of every month at Oakmont of Carmichael.) Absence without excuse from three (3) regular Board of director meetings annually may be construed as a resignation, subject to a majority vote of the Board of directors.
2. Be familiar with Board minutes.
3. Accept full responsibility for Board actions.
4. Read the Chamber's email updates, e-newsletter, and additional correspondence.
5. Understand and support the mission of the Chamber.
6. Understand, support, and accept responsibility to plan and carry out the annual chamber programming.
7. Attend Chamber mixers, Luncheons, events, and other programs regularly.
8. Volunteer effort, time, and/or resources to the three annual events (Annual Awards Dinner, Charity Golf Tournament, and Best of Carmichael) in an impactful way (ie Volunteering at the event, ticket sales, in kind donations, monetary donations, and/or be a part of the planning committee/process).
9. Promote the value of Chamber membership to businesses and associates and encourage businesses to make or renew a membership investment in the Chamber.
10. Monitor the community and professional image of the Chamber.
11. Insist that policies are clearly identified.
12. Oversee and manage any hired staff or chamber contractors.
13. Support the staff and ensure that there is a just compensation system.
14. Avoid the appearance of a conflict of interest or self-serving purposes.
15. Require that the Chamber has access to proper legal and financial advice.
16. Take an active role in the decision-making process of the Chamber.