

# Application Form GYWC Board of Directors



# Greater Yamhill Watershed Council

### Contact Information

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

Org / Business / Affiliation Name (optional): \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_  Mobile  Home  Office

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### Stakeholder Representation (check all that apply)

- Community Member  Landowner  Industry / Business
- Government Agency  Tribal  Non-Profit
- Special District  Student  Other \_\_\_\_\_

### Why are you interested in serving on the Council Board?

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**Roles and Responsibilities & GYWC Bylaws:** Members of the Board of Directors are required to serve in accordance to the terms of the Board Member Roles and Responsibilities Policy, and the GYWC Bylaws (attached and available online at [www.gywc.org/board](http://www.gywc.org/board) )

- I have read, understand, and agree to the terms of the Board Member Roles and Responsibilities Policy, and the GYWC Bylaws



# Greater Yamhill Watershed Council

## Not a GYWC Member yet? Join Today!

GYWC Membership is an opportunity to show your support for local, grassroots, natural resource conservation in your community. As a member, you join a diverse network of individuals, organizations, and stakeholders working together to empower our local communities to be good stewards of the lands and waters in the Yamhill and Chehalem valleys.

**Membership Benefits:** Council members are eligible for deeper involvement in our watershed programming and governance, as well as discounts on training and gear, including:

- Nomination to Council Committees, Board of Directors, Associate Directors
- Nomination to the Network of Oregon Watershed Councils (NOWC) Board of Directors and Committees (NOWC supports the interests & needs of Councils statewide)
- Discounts and Scholarships on Trainings, Workshops, and Conferences (as available)
- Discounts on Gear purchased through participating companies (as available)

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### Membership Representation (check all that apply)

- Community Member  Landowner  Industry / Business  
 Government Agency  Tribal  Non-Profit  
 Special District  Student  Other: \_\_\_\_\_

### Get Involved: What Interests You? (check all that apply)

- GYWC Monthly E-Newsletter  Volunteer  Internships  Employment  
 Education & Outreach  Habitat Monitoring  Habitat Restoration  Governance  
 Other: \_\_\_\_\_

### Tax-Deductible Donation (optional)

Donate Online at [www.gywc.org/donate](http://www.gywc.org/donate)

Checks made to GYWC may be mailed to  
PO Box 1517 McMinnville, OR 97128

- \$30 Supporter  \$15 Regular  
 \$5 Student  Other: \$

# Board Member Roles & Responsibilities



# Greater Yamhill Watershed Council

The Greater Yamhill Watershed Council (Council) is a 501c-3 non-profit organization that works collaboratively with communities and landowners to develop and carry out voluntary watershed protection, restoration, enhancement, monitoring, and community engagement activities.

The Council endeavors to recruit and maintain a diverse and engaged membership. Any individual, community, business, or government group that either lives or performs work within the Greater Yamhill Watershed is eligible to register for membership. Registered members may make recommendations to the Board of Directors (Board) and are eligible for nomination to the Board.

The affairs of the Council are managed by the Board as stipulated in the Bylaws. As individuals and a collective group, the Board shall endeavor, to the best of their abilities and resources, to serve in the following capacities:

- Demonstrate a commitment to and understanding of the Council's mission, goals, programs, policies and procedures, and fundraising
- Represent a key interest of the watershed
- Share experience and knowledge
- Work cooperatively to improve Council performance, efficacy, and sustainability
- Expand knowledge or responsibilities through training
- Represent the Council in the community and encourage public involvement
- Serve on at least one committee

## **Areas of Governance**

The Board is responsible for governing the Council's affairs. Governance is primarily driven by developing, maintaining, and administering policies and procedures that define how the Council is managed and operated, including:

### **Community Representation:**

*How do we ensure community interests and needs are fully represented and addressed? How do we encourage an open and inclusive culture throughout our organization and our activities?*

- Maintain and administer Balanced Interests and Open and Inclusive Organization policies
- Identify, prioritize, and actively pursue a diversity of representation and interests in Membership, Board of Directors, Employees, and Volunteers
- Provide for and promote opportunities for the public to engage in the Council's governance, programs, and projects

### **Capacity Building:**

*How do we plan for adequate resources to achieve the Council's mission and goals, and to implement strategic plans and programs?*

- Maintain and administer Capacity Building policies and plans
- Develop diverse financial support from grantors and donors
- Build mutually-beneficial partnerships and cooperatives
- Seek opportunities that enhance community support, engagement, understanding, and involvement in the Council's mission and goals

**Annual Reviews & Strategic Planning:**

*How do we identify what is working and what is not, why, and what actions will be taken in the short/long-term based on that knowledge?*

- Review mission and goals
- Create and evaluate organizational and programmatic action plans
- Develop and review work plans
- Evaluate overall organizational health and Strategic Planning and Evaluation policies annually

**Finance:**

*How do we soundly manage and maximize the benefits of financial investments from our funders, donors, and supporters?*

- Maintain and administer Financial Policies & Procedures
- Ensure financial accountability, transparency, and reporting to funders, donors, members, Board of Directors, OR DOJ, IRS, and the public
- Set and review accounting operations, procedures and controls to safeguard assets and minimize risks of mismanagement
- Oversee an ongoing process of budget development, approval, and review
- Manage and maintain property the organization possesses

**Human Resources:**

*How do we recruit, retain, manage, support, and develop personnel (i.e. the Board of Directors, Membership, Employees, and Volunteers)?*

- Manage and Support personnel
  - Maintain and administer personnel policies
  - Recruit and Retain personnel
  - Train, evaluate, and recognize personnel
  - Support the growth and development of personnel