



CHAPTER BOARD APPLICATION for 2018-2019 term and current vacant positions

To be eligible for election to MPI South Florida Chapter Board of Directors you must;

- Be a member in good standing.
- Be willing to fulfill the obligations of office, in the capacity indicated.
- Have a history of involvement, accomplishment and dependable service to MPI.
- Be willing to contribute time and energy to the chapter with the consent of your employer.

Board Positions:

President Elect – Following year President of the Chapter

VP of Communications – Oversee all chapter communication, marketing and social media.

Director of Marketing - Manages committees that promote chapter meetings and events.

VP of Finance - Oversee chapter fundraising efforts and financial records.

Director of Special Events – Manages committees that produce social events.

Director of Partnerships – Manages committees that secure sponsors and fulfillment.

Director of Chapter Collaboration – Manages chapter participation in Southeast Education Conference.

VP of Membership - Oversee member engagement, conversion and recruiting efforts.

Director of Leadership Development – Manages committees that are cultivating future chapter leaders and mentoring programs.

Director of Member Recruitment – Manages committees to welcome new members, keep members involved and recruit new members.

VP of Education – Oversee chapter education programs.

Director of Meeting Architecture – Manages committees that locate venues and create themes and production for education programs.

For detailed information on these roles please visit our website at www.mpisfl.org under the Leadership tab, click Board Roles.

We encourage all members interested in chapter leadership to complete this application and return it to the address below no later than **January 19 2018**.

NAME: _____ MPI MEMBER NUMBER: _____

EMPLOYER: _____ TELEPHONE: _____

EMAIL: _____

POSITION(S) APPLYING FOR: _____

After completing this application, reviewing the corresponding Job Descriptions and with the support of my employer, I would like to be considered for the position(s) indicated above.

Please sign below indicating your agreement to serve if selected, and confirming the full support of your employer for your time commitment.

Candidate Signature

Date

Please return this form no later than: January 19, 2018

Return via email, fax or mail to:

MPI South Florida Nomination Committee
c/o Gilbert Villard, CIS
101 NE 3rd Ave Suite 100
Fort Lauderdale, FL 33301
email: gvillard@broward.org

The officers and directors represent the voice of the chapter's membership. To ensure that the Board has the vision and the ability to provide the membership with a variety of benefits including opportunities for learning, building relationships, and growing their businesses, it is required that the board collectively possess the following traits:

**~ Entrepreneur ~ Accountability ~ Respectful ~ Professional ~ Organized
~ Reputable ~ Creative ~ Fiscally Responsible ~ Leadership Skills ~ Responsible**

With this in mind, please answer the following questions, which illustrate your ideas for the future growth, direction, and development of the MPI South Florida Chapter. The final board slate will be determined by March 1, 2018.

NOTE: If re-applying for board service, with the exception of the President and President Elect, it is necessary to resubmit all the of the information below, as well as complete the "Reapplication Section" shown at the end of this document.

Time Commitment:

Regular attendance at monthly Board Meetings, Education Programs, Mix N Mingles, chapter Fundraisers and any committee meetings you might be responsible for.

A commitment to attend two Board Retreats is required to be considered. The Annual Retreat is generally held in May, on a Sunday-Tuesday, and the Mid-Year Retreat is generally held in November on a Sunday and Monday.

Involvement:

List your committee, board, and/or special event involvement in MPI during your membership.

Awards:

Please list any awards or professional recognition received during your experience in the meetings industry, or expand on any other allied professional organizations or civic roles that you actively support.

MPI Challenges:

What do you see as the single most important issue or concern facing chapter members during the next year? Why? You may use an additional sheet of paper.

Leadership

Ability to lead; viewed by others as leader; excellent reputation in the community; self-awareness - the ability to read one's emotions and recognize their impact while using gut feelings to guide decisions; self-management - involves controlling one's emotions and impulses and adapting to changing circumstances.

Individual Assessment Rating (1 – 10) _____

Experience Rating: 1 – 3 Very Little to Some | 4 – 6 Some to Moderate | 7 – 10 Moderate to Expert

As an officer or director, please state how you feel your leadership qualifications and chapter experience could contribute to benefit the chapter. What do you hope to accomplish?

Strategic Thinking

Strategic approach to finding and developing unique opportunities to drive value; understanding of fundamental drivers of business and vigorously challenging conventional thinking about them.

Individual Assessment Rating (1 – 10) _____

Experience Rating: 1 – 3 Very Little to Some | 4 – 6 Some to Moderate | 7 – 10 Moderate to Expert

Please describe any experience you have had in developing (or participating in) a strategic plan and mission/vision statement.

Fiduciary Responsibility

Duties of due care, loyalty, and acting in good faith.

Individual Assessment Rating (1 – 10) _____

Experience Rating: 1 – 3 Very Little to Some | 4 – 6 Some to Moderate | 7 – 10 Moderate to Expert

Please share what this means to you or examples of how you have shown this in your career.

Chapter/Community Experience

Volunteer activity at either the chapter or other community levels

Individual Assessment Rating (1 – 10) _____

Experience Rating: 1 – 3 Very Little to Some | 4 – 6 Some to Moderate | 7 – 10 Moderate to Expert

Please share any community experience you may have.

Financial Expertise

Understanding of budgets.

Individual Assessment Rating (1 – 10) _____

Experience Rating: 1 – 3 Very Little to Some | 4 – 6 Some to Moderate | 7 – 10 Moderate to Expert

Please give examples of where you have demonstrated skills in financial principles and analysis.

Governance

Individual Assessment Rating (1 – 10) _____

Experience Rating: 1 – 3 Very Little to Some | 4 – 6 Some to Moderate | 7 – 10 Moderate to Expert

Have you ever had experience in dealing with Governance Policies?

Marketing

Evidence of knowledge and application of marketing principles.

Individual Assessment Rating (1 – 10) _____

Experience Rating: 1 – 3 Very Little to Some | 4 – 6 Some to Moderate | 7 – 10 Moderate to Expert

Please give examples of any marketing experience you may have.

REAPPLICATION SECTION

**TO BE COMPLETED ONLY IF YOU HAVE PREVIOUSLY SERVED
ON THE MPISFL BOARD OF DIRECTORS.**

Board Positions Held/Term Year

What actions did you take to recruit volunteers?

What would you have done differently to achieve business plan goals?

Thank you for your interest in giving back to the MPI South Florida Chapter.