



Board of Directors Application

Tanglewood Nature Center and Museum
443 Coleman Ave. Elmira, NY 14903
Phone: (607) 732-6060
Website: www.tanglewoodnaturecenter.com

Our Mission:

“To lead and support education and preservation efforts in our region to achieve a heightened awareness, understanding, enjoyment, and caring for our natural environment.”

Contact information:

Legal Name: _____

Preferred Name or nickname: _____

Date of birth (month/day/year) _____

Occupation/Employer (if retired, your previous occupation): _____

Street address: _____ City: _____

State: _____ Zip: _____ Phone: _____

Email: _____

(We use email as our primary means of contact, so please use an email address that you check regularly!)

Emergency information:

Health limitations/allergies: _____

Emergency contact name: _____ Phone number: _____

Personal references – ideally including one current Board member as your sponsor:

Name: _____ relationship: _____ email: _____

Name: _____ relationship: _____ email: _____

Why are you interested in serving on the Tanglewood Board of Directors?

Board members are required to serve on one or more committees. Which of the following are you interested in joining or learning more about? Check as many as you are interested in!

- Fund Development (planning and executing fundraisers, recruiting new members, corporate members developing new strategies to raise awareness of our mission and programs,)
- Nominating and Board Development (Board member recruitment, on-going Board training)
- HR (maintaining personnel policies, hiring/firing, personnel budget)
- Facilities and Trails committee (oversees maintenance and repairs for both buildings, 250+ acres of land and trails, etc.)

Committees generally meet once a month or once every other month, depending on the nature of the committee's work and projects. Meeting times depend on when the volunteers, staff, and Board members are available.

Area(s) of expertise/contribution you can add to the Board of Directors:

Relevant experience, hobbies, and/or employment to Board service:

Board Requirements:

Members of the Board of Directors have the following responsibilities:

- attending Board Meetings, scheduled on the last Wednesday of the month at 8:00am
- joining and serving on at least one committee
- remaining active, dues-paying members of Tanglewood at the membership level of their choice
- attending the annual fundraiser, and selling tickets to personal and professional networks
- advocating for the organization, being eager to talk to friends, families, and communities about the work Tanglewood does

Can you commit to meeting the above responsibilities? If yes, please initial here: _____

What to Expect After Submitting Your Application:

1. You will be contacted by a Board member to meet and have a conversation about Tanglewood, Board service expectations, and what you're excited to bring to the table.
2. After your conversation with another Board member, the Nominating Committee (the committee that leads Board recruitment, training, and retention) will review your application and ask the Board member about their conversation with you.
3. You will be invited to attend a Board of Directors meeting so that you can get to know the Board a bit better, and understand the kinds of responsibilities the Board has. The Board will also have a chance to ask questions about you, your experience, and what you can bring to this organization.
4. If you decide that the Board is a good fit for you, then the Board will move forward and vote to accept or decline you as a Board member.

Thank you for your interest in serving on the Board of Directors!