

N – Nominating New Board Members

Prospective Board Member Information Sheet

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As board and staff members meet people in the community who might make a good fit for your board, fill out an information sheet on each person and save the sheets in a file that is updated and maintained by the governance committee. By using this sheet, you will have a file of prospective board members that you can choose from when your board needs a new member.

Name:

Title:

Organization:

Address:

City, Postal Code:

Telephone:

Day E-mail:

Source of referral/information:

Evening

Special Skills:

Fund-Raising

Personnel/Human Resources

Finances

Business

Marketing/Public Relations

Technology

Legal 0 Other:

Professional Background

For-profit business

Government

Nonprofit organization

Other:

Education

Some high school

High school graduate

Some college

Other:

Undergraduate college degree

Some graduate coursework

Graduate degree or higher

Other affiliations:

Other board service:

Known levels of giving:

Other pertinent information: