



2010 Application Board of Directors of USGBC Colorado Chapter

Overview: The US Green Building Council Colorado Chapter is seeking applicants interested in serving on the organization's Board of Directors. Four positions are open in the current election cycle for two-year terms beginning on 1 January 2011. Candidates will be reviewed by the Nominating Committee and an election slate will be provided to the USGBC Colorado Chapter membership on 1 November 2010. It is anticipated that the results of Board Elections will be announced on 1 December 2010.

USGBC Colorado - Board Job Description: The job of the board is to lead the organization toward the desired performance and ensure that that performance occurs. The board's specific contributions are unique to its trusteeship role and necessary for proper governance and management.

To perform its job, the board shall:

- Determine the mission, vision, values, and strategic plan, and collaborate with the Executive Director (ED) to develop annual operational plans.
- Determine the parameters within which the ED is expected to achieve the strategic and operational plans.
- Monitor the performance of the organization relative to the achievement of the strategic and operational plans within the executive parameters.
- Set, maintain and constantly improve all ongoing chapter and board policies.
- Select, fairly compensate, nurture, evaluate annually, and, if necessary, terminate an ED, who functions as the board's sole agent.
- Ensure financial solvency and integrity through policies and behavior.
- Require annual financial and other external audits to ensure compliance with the law and with good practices.
- Evaluate and constantly improve our board's performance as the governing board, set expectations for board members' involvement as volunteers and maintain ethical integrity and accountability.

USGBC Colorado Board Qualifications: Directors on the USGBC Colorado Board of Directors must be a full member in good standing with the Colorado Chapter (meaning they must be full time employees at a current USGBC national member company AND a member in good standing of the Colorado Chapter). Experience as a volunteer with the Colorado Chapter and/or with USGBC is highly desirable. Directors must be able to dedicate time, energy and resources to furthering the mission of the organization. This includes regular attendance at monthly board meetings, fulfilling particular duties related to committee and task group assignments, and working with the board and Executive Director to raise funds for the organization. All Directors are required to sign several board policies, including the USGBC Conflict of Interest Policy and the USGBC Anti-Trust Policy (available for review by request).

To Apply: Please submit the attached application to Deb Kleinman, Executive Director, by 15 September 2010 (deb@usgbccolorado.org). If you would like to learn more about our board and the Colorado Chapter, feel free to contact Stan Clauson (stan@scaplanning.com) or the 2010 Board Chair, Jim Bradburn (jbradburn@rmhgroup.com).



Application for USGBC Colorado Board of Directors

Name:

Title:

Company/Organization:

Address:

Telephone:

Email:

1. Why are you interested in serving on USGBC Colorado's Board of Directors?
2. What experiences and/or expertise contribute to your qualifications as a candidate for our Board of Directors? Please describe any senior management experience, non profit leadership or board experience, and any other relevant information.
3. What experience do you have with financial management, business or philanthropic governance, and/or fundraising/resource development? What is your level of comfort assisting with Chapter efforts around fundraising and increasing membership?
4. Describe what expertise, experience and resources you would bring to any of the following priority activities:
 - a. Business or organizational leadership, development, human resource policies and procedures, strategic planning, long term planning, or anything else relevant to board level governance and leadership?
 - b. Professional/technical expertise and experience in fields involved with green building, urban planning, land use development, or related endeavors?
 - c. Time, passion, resources, connections, or other intangibles?
 - d. Other?
5. Please identify any affiliations, memberships, and accreditations which may be pertinent for Chapter leadership.
6. Are you
 - a.) A USGBC National member or employee of a National member company?
 - b.) A Colorado Chapter member in good standing?
7. Are you able to attend at least 4 of the 6 regularly scheduled Board meetings each year, chapter retreat, and state conference, understanding that travel expenses are not reimbursed?
8. The Board's conflict of interest policy is attached. As the full statement indicates, conflicts are not inherently improper but Directors must be conscious of such conflicts and act with candor and care in dealing with such situations. Will you abide by the Chapter's conflict policy and can you do so without significantly affecting your Board responsibilities?
9. Please list three references (names & phone numbers) who can speak to your qualifications to serve on USGBC Colorado's Board of Directors.