

Mission: Alaskans for Palmer Hay Flats State Game Refuge is a 501(c)(3) non-profit citizens organization dedicated to conserving the natural and cultural resources of Palmer Hay Flats State Game Refuge through public awareness, education, recreation and enhancement projects.

Please tell us about skills or expertise you can bring to APH and the Board that will improve or enhance the sustainability of APH (ex.; science, public relations, planning, fund raising, photography, education, accounting, organizational, etc.).

Briefly describe experience as a Board Member/ Officer, or committee member for any other organizations.

Please describe other volunteer commitments you currently have?

Members of the Board of Directors typically meet once a month for 2-2.5 hours, participate in annual APH activities, attend the spring APH annual meeting, and are encouraged (not required) to have a Sponsor level membership. Can you commit to this level of participation? (For your information, on the next page we have included a section from the Alaskans for Palmer Hay Flats State Game Refuge, Inc. **Board Handbook**, entitled **Board Members Job Description Agreement**.)

Signature: _____

APH Mission Statement

Dedicated to conserving the natural and cultural resources of the Palmer Hay Flats State Game Refuge through public awareness, education, recreation and enhancement projects.

APH Board Member Job Description Agreement

As a board member of Alaskans for Palmer Hay Flats, it is my job to:

- Understand my roles and responsibilities and be sufficiently knowledgeable about the history and operations of APH, so that I can provide strategic direction for the organization.
- Define and oversee the mission of **Alaskans for Palmer Hay Flats State Game Refuge, Inc. (APH)** and ensure that the programs and services provided are in accordance with that mission.
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- Select, support, and supervise the Executive Director through formal and informal performance reviews based on annually established goals.
- Approve and monitor the annual budget and assist when possible with securing income to ensure financial viability.
- Participate in an annual assessment of board performance to ensure continued success.

As a board member of Alaskans for Palmer Hay Flats, I commit to:

- Attend at least 8 monthly board meetings each year in addition to the annual meeting.
- Read materials distributed for board or committee review prior to the meeting in order to ensure best use of time at such meetings.
- Ask for clarification on any matter before making governance decisions.
- Listen to other's opinions with an open mind and objective perspective in order to work toward decisions and solutions in the organization's best interest.
- Serve on at least one committee, special event, or project during the year.
- Attend board planning/training retreats.
- Make an annual financial gift to APH that is meaningful and significant to me.
- Respect the confidentiality of the board's business.

I agree to be informed and to observe the following board policies:

- Code of Ethics
- Conflict of Interest Policy (separate signature form)

Signed: _____

Date: _____

Printed name: _____