

ALZHEIMER'S DISEASE RESOURCE AGENCY OF ALASKA

1750 Abbott Road, Anchorage, AK 99507, Phone 561-3313, Fax 561-3315, toll-free statewide 1-800-478-1080

APPLICATION FOR BOARD MEMBERSHIP

The Alzheimer's Disease Resource Agency of Alaska's Board of Directors is comprised of community members who advocate for research, legislation and funding regarding Alzheimer's Disease and related disorders. Our mission is "to unite with Alaskans affected by Alzheimer's disease and related disorders to ensure quality of life until a cure is found".

Name _____

Home Address _____

Home Phone _____ Work Phone _____ Fax _____ E-Mail _____

Employer _____ Your Title _____

Work Address _____

Education/Degrees _____

Please send Board mail to my _____ home address _____ work address

MY PERSONAL EXPERIENCE WITH ALZHEIMER'S DISEASE OR A RELATED DISORDER IS:

I AM INTERESTED IN SERVING ON THE BOARD BECAUSE:

MY PROFESSIONAL EXPERTISE IS IN THE FIELD(S) OF:

Administration Clinical Practice Policy/Program Planning Fund Raising Caregiving Research

Other _____

I WOULD MOST LIKE TO OFFER THE BOARD:

PLEASE LIST CURRENT AND PREVIOUS AFFILIATIONS WITH ORGANIZATIONS AND BOARDS. INCLUDE ANY OFFICES YOU MAY HAVE HELD. (If you have prepared a resume, please attach a copy.)

IS THERE ANYTHING IN YOUR PERSONAL OR PROFESSIONAL LIFE THAT MAY CAUSE A CONFLICT OF INTEREST OR AFFECT YOUR ABILITY TO SERVE ON THE AGENCY'S BOARD OF DIRECTORS? IF YES, PLEASE EXPLAIN (or attach separate sheet):

Board members serve for a three-year term that runs concurrently with the fiscal year. Board members are expected to attend monthly Board meetings, committee meetings, and occasional volunteer functions and events. This may be as much as 3 to 8 hours per month. Are you willing to commit the time required for these duties? _____

Signature _____

_____ Date

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JOB DESCRIPTION MEMBER, BOARD OF DIRECTORS

Purposes of the Position:

- Develop and adopt policies which carry out the Alzheimer's Resource Agency's vision and mission.
- Regularly evaluate the Agency's policies, programs, and performance to ensure compliance with applicable legal and fiscal requirements.

Responsibilities of the Position:

- Act as one of the trustees of the Agency on behalf of its donors and/or funding sources.
- Determine the Agency's mission, goals and objectives.
- Establish policies, guidelines and limits for the Agency's operations.
- Be legally and fiscally accountable for all aspects of the Agency's operations.
- Employ and entrust an Executive Director with the management of the Agency.
- Authorize programs sponsored by the Agency.
- Evaluate the results of the Agency's operations.

COMMITTEE DESCRIPTIONS

Executive – shall consist of the Board President, Vice-President, Secretary, Treasurer, and a Board Director Member-at-Large elected to serve in this capacity. They shall serve until the next election of officers. This committee shall have the exercise and the authority of the Board of Directors in the management of the Corporation, and shall review the performance and prepare an annual review of the Executive Director, and present a report thereof to the Board of Directors.

Finance – shall be chaired by the Treasurer and shall have specific responsibility to monitor the financial, budget, audit, and investment activities of the agency.

Fund Development – shall be responsible for developing and implementing plans to generate financial resources.

Governance – shall be responsible for board development including recruitment, screening, nomination, and development of new Board members; nomination of Board officers; and review of Corporate ByLaws and Board adherence to ByLaws.

Program/Public Information – shall be responsible for issues of service to individuals with ADRD and families, and education of the public about affairs of the Agency.