

ISD BOARD OF DIRECTOR NOMINATION FORM



Islamic Society of Delaware

Candidate: We are pleased and grateful that you are interested in supporting the aims and objectives of the Islamic Society of Delaware ("ISD" or "Organization") by sharing your passions, your leadership skills and your experience with us! We ask that you provide the following information to complete our board nomination process:

Name:

Address:

Phone:

Email:

Employment:

1. Please briefly describe any relevant volunteer or professional experience:
2. List other boards/committees on which you have served (or are serving) and what position(s) you held or currently hold:
3. Please describe the skills/expertise/resources you'd be willing to contribute to the Board and the organization:

NOTE – By completing and submitting this form you certify that you are above 21 years of age and meet the residency and membership requirements of being an ISD Board Member as stated in the ISD Election Bylaws and will abide by the ISD Constitution and Bylaws if elected.

Nominated by the following ISD Members:

Name/Signature: _____

Name/Signature: _____

Note: To best of our knowledge, he/she is a citizen/permanent legal resident of the USA, has been a paid member of ISD for the last 2 years and will abide by the ISD Constitution and its Bylaws if elected.

ISD BOARD OF DIRECTORS DUTIES AND RESPONSIBILITIES FORM



Islamic Society of Delaware BOARD OF DIRECTORS' DUTIES & RESPONSIBILITIES

This document outlines the duties and responsibilities of the Board of Directors' of the Islamic Society of Delaware, (referred to as the "ISD" or "Organization")

TITLE: Member, Board of Directors

ROLE: Provide fiduciary, ethical, legal and fiscal oversight for the Organization; establish policies for the direction, conduct and evaluation of the Organization's operations; and determine advocacy positions that reflect and advance the Organization's aims and objectives

TERM: Three year

MEETING ATTENDANCE:

Scheduled – Every four to six weeks, alternating between conference/web-based calls and in-person meetings

Committee Meetings – As determined by each committee

Occasional – Programs and Special Events

RESPONSIBLE TO: President and Executive Committee of ISD Board of Directors

As members of the ISD Board we expect the following of ourselves and our fellow board members:

1. Agree to function as a board within the by-laws of ISD

2. Know, support, and advocate for ISD's aims and objectives
3. Understand, monitor, and approve financial activities of the ISD
4. Undertake strategic planning and support the staff in achieving the goals set forth in said plan
5. Set organizational policy and ethical standards, with the advice of the Executive Committee, for diversity goals, fair hiring practices, board and employee/contract services policies, conflict of interest policies, and other policies as needed as appropriate
6. Determine public positions the Organization will take on issues relating to the aims and objectives
7. Attend board meetings on a regular basis and respond to interim correspondence as needed
8. Work on at least one committee
9. Make an annual contribution of record to the organization of at least \$500 (five hundred dollars) and serve as an active participant in fundraising for ongoing operations and for special projects
10. Help recruit and orient new board members
11. Help assess board performance
12. Maintain positive, open, supportive communication with staff and other board members, recognizing that ISD will be strongest if we work together as a team
13. While we recognize we have a collective responsibility to ISD, we recognize we have no individual authority over ISD or its activities
14. Keep confidential any information gleaned in the course of board duties that may be sensitive, private or damaging to ISD or its efforts
15. Refrain from speaking for ISD unless authorized to do so by the Executive Committee

Rights and Benefits

As an ISD Board member you can expect the following:

1. An effective orientation to ISD's scope of activities and accomplishments as well as to its By-Laws and policies

2. Substantive and productive board meetings
3. Regular reports on organizational activities and financial statements
4. Resources and responsiveness to support board activities associated with ISD's aims and objectives
5. Opportunities for leadership
6. Recognition for your volunteer contributions
7. Respect for your time
8. Respect and gratitude from ISD members for your service

