



EAU CLAIRE AREA HMAA 2023 BOARD PRESIDENT APPLICATION

1320 W CLAIREMONT AVE EAU CLAIRE, WI 54701 | PH: 715.832.8420 | FAX: 715.832.0612 | WWW.ECAHMAA.ORG

The ECAHMAA Board of Directors is seeking qualified candidates (see Minimum Candidate Qualifications on the back) to fill the Board President Position. Please fill out this form and submit it along with a copy of your most recent resume to the Election Committee 1320 West Clairemont Ave, Eau Claire, WI 54701 by October 30, 2023. Applications and resumes can also be emailed to truevne@ecahmaa.org

Applicant Information										
Full Name:							Date of Birth:			
<i>Last</i>			<i>First</i>			<i>M.I.</i>				
Address:										
<i>Street</i>			<i>City</i>			<i>State</i>		<i>Zip Code</i>		<i>Apartment/Unit #</i>
Phone:					E-mail Address:					
Social Security No.										
Are you a citizen of the United States?			YES <input type="checkbox"/>	NO <input type="checkbox"/>						
Have you ever worked for this organization?			YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, when?					
Have you ever been convicted of a felony?			YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain::					
Education										
High School:					Address:					
From:		To:		Did you graduate?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree:		
College:					Address:					
From:		To:		Did you graduate?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree:		
Other:					Address:					
From:		To:		Did you graduate?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree:		
References (Please list three professional references.)										
Full Name:					Relationship:					
Company:							Phone:			
Address:										
Full Name:					Relationship:					

Company:		Phone:	
Address:			
Full Name:		Relationship:	
Company:		Phone:	
Address:			

Date: _____

Current Employment

Company:		Phone:	
Address:			
Job Title:			
Responsibilities:			

Military Service

Branch:		From:	To:
Rank at Discharge:		Type of Discharge:	
If other than honorable, explain:			

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge. If this application leads to being elected as Board President, I understand that false or misleading information in my application or interview may result in the termination of my position with the Eau Claire Hmong Mutual Assistance Association, Inc. I understand that a background check will be conducted if I am considered for a candidate with the Eau Claire Hmong Mutual Assistance Association, Inc.

Signature:	Date:
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AGENCY USE ONLY

Background Check completed: _____	Date Hired: _____	Starting Wage: _____
Executive Director Signature: _____	Date: _____	Evaluation Due: _____



**Eau Claire Area Hmong Mutual Assistance Association, Inc.
2023 Presidential Election Candidate Questionnaire**

*Please tell us about any past involvement with ECAHMAA:

*Please share relevant experience(s) and/or employment (attach a current resume):

*Why are you interested in ECAHMAA?

*What area(s) of expertise/contribution will you bring to the organization?

*Do you have any other volunteer commitments that could conflict with the role of the Board President?

*What fundraising experiences do you have?

*Share one example of your roles and responsibilities in community engagement events.

*Please describe your preferred style of leadership and share your leadership experiences.

* What is your experience and knowledge of nonprofits?

*Explain your commitment level in engaging with staff, community, organizing, and attending different events to represent ECAHMAA.

*Proficient communication is an essential part of the Board President's role. Can you explain your approach to maintaining effective communication with staff, relaying information to the Hmong community, and engaging with the broader community? Additionally, please elaborate on your comfort level with both media interviews and public speaking engagements.

Minimum Candidate Qualifications

In the election process, the Board President shall be open to all persons with a demonstrated commitment to advancing the interests of ECAHMAA's nonprofit and will not be restricted based on race, color, religion, age, national origin, gender, or sexual orientation. The Election Committee shall strive to select a slate of candidates that is broadly representative of the Eau Claire, Dunn, and Chippewa counties. The qualifications for the new Board President candidate shall include but not be limited to:

1. Enthusiasm for the Corporation and conviction in its purpose.
2. Willingness to give time and energy to the Corporation.
3. Special skills to address the specific needs of the Corporation.
4. Ability to represent the community and interpret community needs and views.
5. A willingness to accept and support decisions democratically made.
6. Ability to represent the Corporation to the community.
7. Candidate must have experience/knowledge in working with the Hmong and the greater communities and be able to speak and write English well.
8. Must not be an immediate family member (blood sibling, spouse, or parents) of a current ECHAMAA staff.
9. Current ECAHMAA Board members may continue to run as Board of Directors or officers who have qualifications, appropriate integrity, fairness, accountability, responsibility, leadership, performance, and passion to lead the Corporation for the next term.
10. Any person 18+ years who has resided in the above counties interested in applying for election as a Board President of this Corporation should include the following information:
 - a. Candidate's application
 - b. Candidate's Resume
 - i. Should include nonprofit work experience and Hmong community relations experience.
 - ii. Available Reference
 - iii. Personal background
 - c. The Board President candidate must have written a summary about his/her plans for the future of ECAHMAA if he/she becomes the Board President elected for the next term AND be able to present it to the community.
 - d. Submit a 1-minute to 3-minute video explaining why the community should consider casting their vote in your favor.

Job Description of the Board President

The President of the Board of Directors shall oversee the governance of the corporation as the following:

1. Shall be the Corporation's general manager and shall help supervise and coordinate the Corporation's activities and affairs, subject to the direction of the Board.
 1. Shall counsel and advise the Executive Director (ED) and recommend to the full Board for final approval the annual compensation of the Executive Director.
 2. Shall coordinate the Board's employment, supervision, evaluation, and termination of the (ED).
 3. Shall approve the appointment of any non-Board member to a committee.
2. Shall preside at all board meetings (unless a chairperson has been elected).
 1. The President shall have any other powers and duties as may be prescribed from time to time by the Board of Directors.
 2. The President is an ex-officio member of all committees.
3. Shall see that all orders and resolutions of the Board of Directors are carried into effect.
4. Communicate/represent ECAHMAA to the community.
5. Support ECAHMAA by addressing/solving issues and by participating at ECAHMAA events.