

Social Interactions, Inc. is seeking volunteers to grow and diversify its Board of Directors. Board members are responsible for determining the goals and objectives of Social Interactions and its programs.

INTRODUCTION:

Social Interactions, Inc. (SII) was created in the State of Ohio to help empower individuals facing life challenges by improving their social skills and their interactions with individuals through educational, literary, and recreational activities.

We do this by:

- Coordinating community events that allow individuals to participate in fun, interactive, and educational activities.
- Promoting leadership development to advance social interaction skills, personal achievement, self-esteem, and self-confidence.
- Delivering programs that provide educational and recreational activities that foster a stronger and more interactive community.
- Providing the coordination and organizational framework to build skills necessary to improve communication and social interaction between people of the community.
- Providing outstanding activities to improve growth and change through social interaction.

JOB SUMMARY AND BOARD COMPOSITION:

The Board of Directors shall set policy, promote and sponsor programs in support of the corporate mission, and identify needs to further the development of existing or new programs. Additionally, the Board of Directors sets planning and approves financial allocations and spending.

COMPENSATION:

This is a Volunteer Position and there is no compensation. Reimbursement of expenses incurred in the performance of Board duties is allowed in accordance with Social Interaction's Bylaws and Policies.

KNOWLEDGE and EXPERIENCE:

Individuals seeking Board membership must demonstrate an interest in and knowledge of issues that pertain to the mission and programs of Social Interactions. They also shall have a clear understanding of SII's vision and mission. Experience and/or knowledge in at least one of the following elements are desirable, but not required: administration, management, finance, personnel, program development, legal skills, public relations, or communications.

TERM OF OFFICE:

The open position is for a Directors at Large position which has a 1 year term (allowable to be considered for reelection). The Director at Large position is a non-officer position.

ESTIMATED TIME COMMITMENT:

Most of the board's work is done in board meetings, committee meetings, special events, projects, and in preparation for them. On average each board member volunteers 3-4 hours per month to these activities. Full preparation and participation is expected of each member of the board.

BOARD MEETINGS:

The full board meets a minimum of once each year by its charter, however, the Board typically meets four times per year. Since our Board Members are across multiple regions, attendance in person or over conference call is acceptable.

COMMITTEE MEETINGS:

Committees meet at the pleasure of committee members in order to accomplish certain tasks by established deadlines. If a Board Member is a sponsor of a committee, it is important for that Board Member to be in attendance. Other committees which are not being sponsored by a Board Member are optional.

BOARD RESPONSIBILITIES:

Board of Directors:

1. Must be able to regularly attend (in person or via conference call) Board of Director meetings, participate on board committees, and familiarize self with agenda and attachments prior to each meeting.
2. Shall support, encourage, and promote the philosophies of Social Interactions, Inc.
3. Ensures that SII, within the parameters of the Articles of Incorporation, Policy Procedure manuals, and the By-laws; reviews and/or adopts revisions to the By-laws and the Policy and Procedure manual as necessary.
4. Acts on proposed revisions to the By-laws and the Policy and Procedure Manuals.
5. Determines and assumes responsibility for internal policies and adopts policy to determine the purpose, governing principles, functions, activities and course of action for Social Interactions, Inc.
6. Regularly reviews and evaluates SII's operations and maintains standards of performance.
7. Monitors the activities of Social Interactions, Inc. , including: reviewing reports of appropriate committees, confirming, modifying or rejecting proposals, providing feedback on committee plans, as well as actions and the review of all escalated program issues.
8. Provides ideas, leadership and prestige to Social Interactions, Inc., and inspires confidence in its services.
9. Understands and interprets the work of Social Interactions, Inc. to the community.
10. Maintain Social Interactions, Inc. confidentiality and safeguards all SII documents and practices from SII's competitors.
11. Refers all media inquiries to the President of the Board of Directors without comment.
12. Recruit, hire, and supervise Program Organizers and other staff as needed.
13. Solicits recommendations for the new Board members from the general membership of the organization's activities and programs. Recruit and elect new board members as vacancies occur.
14. Approves and monitors the corporate finances of SII.

15. Ensures compliance of budgeted expenditures and contracts as required.
16. Authorizes and approves the annual financial statements.
17. Take the lead role in SII's fund raising efforts and other activities.

OTHER TIME COMMITMENTS

- **Email:** Often times, Board business can be conducted via email with 'virtual voting'. It is expected that Board Members have regular access to email so that opinions, ideas, and decisions can be made virtually
- **Social Events:** We normally have one to three social events per year where Staff, Advisors and Board members can interact. It is encouraged for Board Members to attend, but not mandatory.

Selection Process

- Board members and Staff identify candidates and submit their names and credentials to the Board Election Committee. Candidates are individuals who have demonstrated leadership and commitment to values shared by Social Interactions, Inc.
- Candidates are expected to submit a completed application, resume, and cover letter to the Chairperson of the Board Election Committee.
- Upon completion of the interview(s), the Board Officers will vote whether or not to accept the candidate to serve on the Board of Directors.

PLEASE COMPLETE THE FOLLOWING PAGE

SOCIAL INTERACTIONS
BOARD OF DIRECTORS APPLICATION

The following information can also be completed via email and sent to ElectionChair@SocialInteractions.org

Name:	Contact Phone Number:
Address:	
Employer:	Position:
Personal Email Address:	

Please provide a statement of why you would like to be an SII Board member.

Please list any service clubs, social clubs, professional associations and fraternal organizations in which you are a member and all volunteer activities in which you have been involved with:

1. _____	2. _____	3. _____
3. _____	4. _____	5. _____
6. _____	7. _____	8. _____

Other Comments: _____

I am willing to serve and agree to the responsibilities described in the Board of Directors application packet. If approved, I can begin my term on _____.

Note: Please return an electronic copy of the completed resume to the Board Election Chairperson at ElectionChair@SocialInteractions.org

- Completed application
- Resume
- Cover Letter