



Interior Region Emergency Medical Services Council, Inc.

2503 18th Ave Fairbanks, Alaska 99709
PHONE (907) 456-3978 • FAX (907) 456-3970

APPLICATION Board of Director

Personal

Date: _____ Board Seat Applying for: Urban Rural On Hwy Rural Off-Hwy

Name: _____ Email: _____

Address: _____

Phone: h) _____ w) _____ c) _____

Employer: _____ Position: _____

Employer Address: _____

Type of Business or Organization: _____ Phone: _____

Bio Attached

Education

Institution: _____ Degree/Credential: _____

Institution: _____ Degree/Credential: _____

Please list any additional awards, certificates or credentials:

Please list your past and present memberships on boards, committees and organizations: (business, civic, community, fraternal, political, professional, religious, and social).

Organization: _____ Role/Title: _____ Date of Service: _____

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Organization: _____ Role/Title: _____ Date of Service: _____

Organization: _____ Role/Title: _____ Date of Service: _____

Specific Areas of Relevant Expertise: (Please select all that Apply)

- Accounting or Finance
- Community Relations
- Event or Project Management
- Human Resources/Personnel Management
- Law
- Marketing
- Grant Writing/assessment
- Not-for-profit experience
- Policy Development
- Strategic Planning
- Volunteer Coordination/Management
- Other: _____

Signature: _____

Date: _____

Board Member Job Description

Orientation and training is provided to make sure directors are comfortable and knowledgeable in their role; previous board experience is an asset but not required.

Qualifications

- Reside within the area of the seat he or she is applying for (Urban, Rural On-Highway, or Rural Off-Highway).
- Commit time for regular Board meetings, committee meetings and planning sessions.
- Prepare well for meetings; review and comment on minutes and reports
- Listen and be thoughtful in considering issues
- Get to know other directors and build a working relationship that contributes to consensus
- Understand the fiscal implications of decisions

Responsibilities

- Employ and oversee an Executive Director to manage the Corporation.
- Provide strategic leadership
- Be knowledgeable about the organization's values, mission, programs and performance
- Be an ambassador for the organization and promote its work in the community
- Ensure the organization's financial viability and sustainability
- Develop policy frameworks

To carry out these responsibilities, the Board meets three times throughout the year in Fairbanks at the IREMSC HQ. Attendance in person or via teleconference is required. Board members that miss more than 3 consecutive meetings will no longer be eligible to be on the Board. In addition to attendance at Board Meetings, you may be required to participate on committees.

The Board is comprised of 13 members from throughout Interior Region's area of responsibility. Nine (9) are elected and have 3 year terms that are staggered so that no more than three of the elected Directors are being replaced or re-elected in any given year. The remaining four (4) members are the Board-appointed Regional Medical Director and three (3) appointed by the following organizations:

- Tanana Chiefs Conference
- Fairbanks Memorial Hospital
- Fairbanks North Star Borough.

Where to submit your application:

Send completed applications to:

Interior Region EMS Council, Inc

c/o Executive Director

2503 18th Ave

Fairbanks, AK 99709

Or email to director@interioremscouncil.org

For Committee use only

How did we connect with this applicant:

- Recommendation by a current Board member
- Self-Nomination
- Nomination from community/service/agency
- Other: _____

Application has been reviewed by the Board Date: _____

Applicant has been interviewed by the Board Date: _____

Action taken by the Board: _____

_____ Date: _____