

GEORGE WASHINGTON CARVER MUSEUM AND CULTURAL CENTER

*Est. by the Phoenix Monarchs Alumni Association of Arizona in 1996*

P O Box 20491 Phoenix Arizona 85036-0491

[www.carveraz.org](http://www.carveraz.org)

carvermuseumaz@gmail.com

November 5, 2020

Prospective Board Member Information

Thank you for your interest in membership on the board of directors of George Washington Carver Museum and Cultural Center. This organization was established by the Phoenix Monarchs Alumni Association in 1996. Outlined below are board member responsibilities.

**Who serves on George Washington Carver Museum and Cultural Center's board of directors?**

The board of directors is made up of community members who share a common mission to acquire and curate artifacts that reflect the history and culture of African Americans in Arizona and beyond. Members facilitate discussion forums, educational services, and host cross-cultural programs/events where the community can come together in a setting that addresses community needs and/or promotes cultural understanding of our rich African American heritage.

George Washington Carver Museum and Cultural Center believes its board of directors should reflect the rich cultural diversity of the community. New members serve an initial two-year term. They are thereafter eligible to be considered for either a two or three year term. After serving two terms, board members vacate their seat and are eligible to reapply after a one year absence.

**What is expected of a Board Member on the George Washington Carver Museum and Cultural Center Board?**

This is a working board that relies on the participation and expertise of every board member. Each year the board sets and reviews policy, helps plan and oversee an Annual Fundraiser, and members serve on standing or ad hoc committees.

The full board typically meets once a month. In addition, in August a one-day retreat affords the board an opportunity to evaluate Carver's programs, operational needs and to establish and refine long-range goals and objectives.

Members are expected to bring their professional skills and experience to further Carver's mission. Members have a primary responsibility to ensure the financial health and growth of the organization. Board members are expected to support the work of George Washington Carver Museum and Cultural Center through their own annual board donation of \$1,000, and by activity participating in revenue producing activities. These activities may include identifying potential donors and partner organizations, individuals with shared interests and goals, and grant opportunities.

Finally, board members are expected to adhere to the highest ethical standards by, among other things, avoiding conflicts of interests, self dealing or acting without full disclosure of the member's interest in particular board actions. While open and vigorous discussion of issues are encouraged, civility and mutual respect are the touchstones of communication and interaction.

Sincerely,

Henry Watkins  
Nomination Chair

GEORGE WASHINGTON CARVER MUSEUM AND CULTURAL CENTER

BOARD OF DIRECTORS APPLICATION

Thank you for your interest in serving as a member of the board of directors. Please **attach your resume and any other relevant material** related to your area of expertise/professional skills. Board members are required to be current members of the organization at the time of the election. Membership eligibility -- any person interested in the legacy of George Washington Carver, Phoenix Union Colored High/Carver High, or the history of the African American Community and who adheres to the by-laws of the organization.

You may send your completed application and resume, or mail to: Nomination Committee, Carver Museum, carvermuseumaz@gmail.com or P.O. Box 20491 Phoenix Arizona 85036-0491 no later than **November 30, 2020**. Incomplete applications will not be considered. You may be prompted to submit any missing information in your packet.

New Board Candidate  Former Board Member

Candidate Name:		
Current Employer Business Name:		
Business Title:		
Business Address:		
City:	State:	Zip Code:
Business Phone:	Business Fax:	
Business Email:		
Home Address:		
City:	State:	Zip Code:
Home Phone:	Home Fax:	
Home Email:		
Preferred Mailing Address	<input type="checkbox"/> Business	<input type="checkbox"/> Home
Preferred Telephone Contact	<input type="checkbox"/> Business	<input type="checkbox"/> Home

Please indicate the area(s) of expertise/professional skills of the past 3 years you feel that you bring to the Museum and Cultural Center as a board member:

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|--|---|
| <input type="checkbox"/> Accounting & Finance                          | <input type="checkbox"/> Computer Technology                            |
| <input type="checkbox"/> Education (curriculum development)            | <input type="checkbox"/> Facilities (historic preservation/maintenance) |
| <input type="checkbox"/> Internet Security                             | <input type="checkbox"/> Investments                                    |
| <input type="checkbox"/> Library, Collections, & Exhibition Management | <input type="checkbox"/> Legal  |
| <input type="checkbox"/> Marketing & Public Relations                  | <input type="checkbox"/> Membership Management                          |
| <input type="checkbox"/> Non Profit Management /Advocacy               |   |

- Personnel & Organization Law/Regulations (HR)  Philanthropic Fund-raising
- Program & Community Outreach Development
- Strategic or Long-Range Planning

Please provide employment references that can be contacted for each relevant expertise/ professional skills listed.

Name of Current Employer	
Position Held	
Contact Person	
Contact Number	
Email Address	

Name of Previous Employer	
Position Held	
Contact Person	
Contact Number	
Email Address	

Name of Previous Employer	
Position Held	
Contact Person	
Contact Number	
Email Address	

Name of Previous Employer	
Position Held	
Contact Person	
Contact Number	
Email Address	

Does your current employer have a program to support employee involvement as volunteers on non-profit boards of directors? (i.e. matching gift programs or sponsorships. Do you have contacts that could support the mission of George Washington Carver Museum and Cultural Center (i.e. financially, or expertise)? If so please explain.

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Please provide information on volunteer organizations which you have served and position held. Add additional page if necessary.

Name of Organization	
Position Dates Held	
Contact Person	
Contact Number	
Email Address	

Name of Organization	
Position Dates Held	
Contact Person	
Contact Number	
Email Address	

Name of Organization	
Position Dates Held	
Contact Person	
Contact Number	
Email Address	

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Contact Person	
Contact Number	
Email Address	

Why are you interested in supporting cultural programs that promote and educate the community on the rich African American Heritage in Arizona?

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If nominated, in addition to the monthly board meetings how many hours each month could you devote to serve on one of the Museum and Cultural Center's Board Standing Committee(s)? \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please Email A Copy of Your Application and Resume at [carvermuseumaz@gmail.com](mailto:carvermuseumaz@gmail.com)**

**You will receive an e-mail confirmation of your submission. Thank you!**