



CLAYTON JACKSON MCGHIE MEMORIAL, INC.
P.O. Box 3631, Duluth, MN 55803

Board Application

Clayton Jackson McGhie Memorial, Inc welcomes applications from prospective board members interested in pursuing the organization's mission: "*Achieving racial justice through fostering education, reconciliation, and healing within our communities*". The term of office for the Board of Directors is three years. Board meetings are once a month, and each member serves on two committees which meet as needed.

I. Personal Information:

Name: _____ Date: _____
Address: _____
Phone: _____ Email: _____
Occupation: _____ Employer: _____

II. Please describe your community/volunteer/professional experiences:

III. How do you feel you could contribute as a board member to CJMM's mission to eradicate racial injustice?

IV. Why would you like to be a CJMM board member?

V. What else would you like us to know about you?

VI. Each board member serves on two committees. Please check the committees interest to you:

	Governance: Recruit and orient new board members; ensure that each board member is equipped with the proper tools and motivation to carry out his or her responsibilities; know the board’s by-laws, and assure that board functions are compliant; review requests and recommend modifications to by-laws as necessary.
	Finance: Oversee the organization’s financial affairs, including budget development, establishing and maintaining financial procedures, and monitoring the financial status of the organization.
	Community Education: Develop and market curricula; develop training and education materials for both community and board members; develop, distribute, and solicit for scholarship applications/nominations; review applications, and recommend to the board which application(s) to award; monitor scholarship fund; maintain history of the Memorial; coordinate Memorial tours and speaking engagements.
	Public Policy: Monitor legislative and public policy activity; develop materials to initiate or respond to legislation relevant to the mission of the board; recommend and coordinate board action on public policy matters.
	Fundraising & Promotion: Coordinate annual fundraising dinner; Develop fund-seeking initiatives to secure funds necessary for the operation of the organization; Maintain organization’s website and Facebook; promoting and publicizing CJMM-sponsored events; Develop and maintain organization’s printed materials, i.e. brochure, stationery, etc.; Coordinate Day/Week of Remembrance activities.

Please return this application form to:

Clayton Jackson McGhie Memorial, Inc.
P.O. Box 3631
Duluth, MN 55803

If you have any questions, please contact us by phone at (218) 336-2990 or visit www.claytonjacksonmcghie.org.

We encourage you to see the Clayton Jackson McGhie Memorial at the corner of First Street and Second Avenue East, Duluth.