



## Board of Directors Candidate Application

### The Wood County Humane Society

*The Wood County Humane Society exists in order to bring about the best possible treatment and quality of life for all animals in Wood County.*

Thank you for your interest in serving on the Board of Directors for The Wood County Humane Society (hereafter The WCHS).

The Wood County Humane Society, located in Bowling Green, Ohio, is a private, non-profit, managed admission shelter providing care for homeless and abused or neglected pets. The organization receives no funding from national humane organizations for daily operations, instead relying on earned revenue and the generosity of individual donors and businesses to fund programs such as Humane Investigations, Safe Pets, food assistance programs, low-cost spay/neuter opportunities, and educational presentations. The WCHS provides care for over a thousand animals each year—from dogs and cats, to the occasional pocket pet or farm animal. All animals admitted into the adoption program are housed and cared for as long as it takes to find their adoptive home.

By making a formal application to serve on The WCHS Board of Directors, you also make certain specific commitments for the duration of your Board service. Of foremost importance, a Board of Directors has certain legal obligations, known as duties, to the organization that it serves. These duties include:

- Take reasonable care when making decisions for the organization (called “duty of care”)
- Act in the best interest of the organization (called “duty of loyalty”)
- Act in accordance with the organization’s mission (called “duty of obedience”)
- Stand aside when you have a conflict of interest (called “recusal”)

In addition to these duties, all Board members commit to the following:

1. I will represent The WCHS’s work and values to the community and promote the organization.
2. I will attend at minimum 75% of Board meetings (held monthly at 6:30 p.m. on the third Wednesday) and special events.
3. I will maintain annual membership in The WCHS.
4. I will take seriously the legal responsibilities of serving on The WCHS Board of Directors, including and especially the fiduciary role.
5. I will stay informed about what is going on in the organization. I will ask questions and request information. I will participate in and take responsibility for making decisions on issues, policies, and other Board-related matters.
6. I will work in good faith with staff and other Board members as partners towards achieving our goals, treating the staff and other Board members with professionalism and respect.

In addition to completing the following application as thoroughly as possible, please submit a current resume or curriculum vitae to the Board President at [wchsboardmembers@gmail.com](mailto:wchsboardmembers@gmail.com). Please direct any queries to this address as well.

Name:

Occupation and Employer:

Highest Level of Education and Degree Granting Institution (if applicable):

Home Address (including city, state, and zip code):

E-mail Address:

Telephone Numbers:

Home:

Cell:

Work:

Referred by (if applicable):

Please describe why you are interested in joining The WCHS Board of Directors, and include any relevant past dealings or volunteer experiences you have had with The WCHS.

Please describe what specific skills or/and expertise you would bring to the Board.

Please describe your prior volunteer experience with non-profit organizations. If you have previous Board experience, then describe that experience.

Please list any relationships that you have with individuals, groups, organizations, or/and businesses that can benefit The WCHS and help the Board of Directors fulfill the organizational mission.

As with many small, non-profit community organizations, The WCHS depends heavily on its volunteers and fundraising efforts. Please describe how you would be an asset to the Board in that regard. For instance, do you have experience with grant writing, running fundraising events, lobbying, or estate planning, etc.?

Please share any affiliation or relationship that may pose a conflict of interest to your service on the Board of The WCHS.

Please list the other volunteer commitments that you currently have.

Please list two references who can speak to your qualifications to serve on The WCHS Board of Directors, their contact information (including e-mail and phone number), and their relationship to you/The WCHS.

Finally, please note that we are a managed admission shelter and, from time to time, circumstances demand that we euthanize an animal due to severe behavioral or medical issues. As a Board member, you would need to support the shelter staff's decisions in these and related matters, regardless of your personal feelings on the issue of euthanasia.

N.B. By signing this document, I give The Wood County Humane Society permission to run all necessary criminal background investigations. This information will be used for our internal purposes only, and will not be shared with any other organization and will remain confidential within our Board members.

Signed:

Date: