



Drumheller & District Chamber of Commerce Board of Directors Application

The Board of the Drumheller and District Chamber of Commerce (DDCC) requires a broad range of individuals who have expertise in a variety of areas, a desire to contribute to the business community and are committed to leadership.

WHAT IS EXPECTED OF DIRECTORS?

Any board of director candidate must be a member in good standing (membership fee paid by January 31 annually), free of any conflict of interest and be willing and able to attend board meetings on a regular basis. In addition, it is highly desirable that candidates be able to demonstrate familiarity with the Chamber of Commerce's operations and activities and a level of involvement that demonstrates an ongoing commitment to the Chamber's goals and objectives.

- ✓ Has the support of their employer to hold a position of Director for a 3-year term to a maximum of 6 years (2 terms of 3 years each)
- ✓ Considers holding a position on the Executive Committee, including the position of President
- ✓ Attends Board meetings regularly – 10 monthly board meetings from September to June
- ✓ Reviews board packages before board meetings to discuss issues responsibly
- ✓ Allows a minimum of 5 hours/month to be involved in Chamber of Commerce work
- ✓ Knows and understands the roles and responsibilities of Board, committees and staff
- ✓ Endorses the collective decision of the Board publicly
- ✓ Maintains Board business confidentiality, and abides by the Director Code of Conduct
- ✓ Ensures that all business of the Chamber is conducted in a transparent, legal and ethical manner
- ✓ Represents the member's views and interests at large, honestly and accurately
- ✓ Be involved in one or more Chamber of Commerce committees
- ✓ Attends annual Strategic Planning meeting
- ✓ Attends Annual General Meeting and any other general meetings
- ✓ Attends other Chamber of Commerce functions (ex. Awards gala, luncheons, etc.) when possible

To confirm your interest in serving on the Drumheller and District Chamber of Commerce Board of Directors, please complete page 2 of the application. Please email completed applications to Heather Bitz, Executive Director at h.bitz@drumhellerchamber.com no later than **July 6, 2020** or for additional information, please contact Heather at 403-823-8100.



**Drumheller & District Chamber of Commerce
Board of Directors Application**

Candidate Name: _____

Business Name: _____

Phone: _____ Email: _____

What other boards or committees do you currently serve on?

What other community or business initiatives have you worked on?

What skills and expertise can you contribute as a Board member?

Why do you wish to serve on the Drumheller & District Chamber of Commerce Board of Directors?

I understand the above commitments and will be able to fulfill the obligations should I be elected to the Drumheller and District Chamber of Commerce Board of Directors.

Signature: _____ Date: _____