



\* Formerly the Council Grove /  
Morris County Chamber of  
Commerce and Tourism

## 2024 BOARD of DIRECTORS APPLICATION\*

Thank you for your interest in serving as a member of the Board of Directors of Council Grove Trade & Tourism Association. Serving on the board is a rewarding experience, an opportunity for professional growth, and a chance to actively impact your community through our Association's goals. Completing this form will help you understand the skills and time/resource commitments of this leadership position.

You may find reading through the entire application and job description helpful before you begin filling it out.

Please return the completed application to :

**The Council Grove Area Trade & Tourism Association Office  
116 West Main Street, Council Grove, KS**

**or email it to :  
information@councilgrove.com.**

**Deadline: Monday, October 30, 2024**

\* This application will be kept confidential and on file at the Association office. Applications are used by the Association's Executive Officers to identify and evaluate potential board candidates. Directors are elected by a majority vote of current board members.



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## **BOARD MEMBER JOB DESCRIPTION & EXPECTATIONS**

- 1. Applicant must be employed by an Association-Member Business, and reside within the Flint Hills of Kansas region.**
- 2. Serves one 3-year term on the Board.**
- 3. Attends at least 75% of board meetings. These are held on the 3rd or 4th Monday of every month at 11:00am in the Association office. Meetings generally last one hour, aside from unique circumstances.**
- 4. Attends at least 75% of networking events as put on by the Association staff.**
- 5. Attends special board meetings called in accordance with the bylaws.**
- 6. Chair and/or serve on at least one, and no more than three, committees, as determined by the Association Board President.**
- 7. Attend the majority of Association events and activities. In addition to the scheduled events, the most common Association activity is ribbon-cutting ceremonies. Attendance by Board Members is integral to making these a successful way to welcome businesses to our organization (average 1-2 per month).**
- 8. Volunteers for, willingly accepts, and completes assignments thoroughly and on time.**
- 9. Stays informed about committee matters, prepares themselves well for meetings and reviews and comments on minutes and reports.**
- 10. Actively participates in membership retention and recruitment for the Association.**





**Council Grove Area Trade & Tourism Association**

116 West Main Street  
Council Grove, KS 66846

[information@councilgrove.com](mailto:information@councilgrove.com) | (620) 767-5413

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## CANDIDATE INFORMATION

**Name :** \_\_\_\_\_

**Position/Title :** \_\_\_\_\_

**Employer :** \_\_\_\_\_

**Address :** \_\_\_\_\_

**City :** \_\_\_\_\_ **State :** \_\_\_\_\_ **Zip :** \_\_\_\_\_

**Phone :** \_\_\_\_\_ **Email :** \_\_\_\_\_

**Number of Years with Present Employer:** \_\_\_\_\_

**Years in the Flint Hills :** \_\_\_\_\_





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**Educational Background:**

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**Work History:**

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**Past Chamber Participation:**

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**Community Activities:**

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**Other Memberships, Achievements, Professional Recognitions, etc.:**

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## BOARD CANDIDATE QUESTIONNAIRE

**1. Why do you want to be a board member?**

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**2. Will you be engaged – giving your time, energy and resources – in supporting the work and mission of the Council Grove Area Trade & Tourism Association?** (*Mission: to support the business and community interests of the Flint Hills of Kansas, and its trade area.*)

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**3. What talents could you contribute to the success of the Association?**

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## **BOARD CANDIDATE QUESTIONNAIRE** *(continued)*

**4. Why is being part of the Association important to you and your organization?**

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**5. Will you be an advocate for the Association by recruiting and retaining members, fundraising, and speaking positively about the work of the organization?**

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**6. In your opinion, what are the (at least two) most significant issues or problems facing Association members and/or the Flint Hills area?**

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## CANDIDATE SIGNATURE PAGE

**By signing below, you agree that the information you provided is true and that you are willing and able to execute the requirements of an Association Board Seat as described on page two of this application.**

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

Print Name : \_\_\_\_\_

### Thank you...

...for your interest in serving on the board of The Council Grove Area Trade & Tourism Association. Your application will be reviewed by our Board Development Committee in the order that it was received.

If you have further questions or comments, please direct them to our Association office staff at [information@councilgrove.com](mailto:information@councilgrove.com) or call 620.767.5413.

