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EBMC BOARD OF DIRECTORS/LEADERSHIP SANGHA RECRUITMENT

August 12, 2013

Dear Sangha Member,

Are you passionate about the mission of EBMC and interested in board service? We are looking to expand the skill set and the capacity of the EBMC’s Board of Directors/Leadership Sangha in the upcoming months and are accepting applications between **August 12 - 31, 2013**.  **Everyone is welcome to apply if you are familiar with EBMC, dedicated to our mission, and would like to be a part of EBMC's leadership team.** We are also seeking a number of people with different sets of skills, with the following being our priorities for 2013:

* Non-profit Finance/Treasurer Skills
* Fundraising
* Organizational Development
* Human Resources
* Previous board service/leadership experience
* Dharma teaching experience

All interested board candidates that ascribe to the mission and goals of EBMC can submit the application below. Applications will be vetted by the current Board of Directors/Leadership Sangha. Top applicants, who we feel would best serve our communities at present, will be invited to interview with the Board Development Committee in mid-September. If you are not selected for an interview at present, your name will still be on a list for future consideration, as the LSangha evolves. We appreciate your understanding of this.

In your consideration of whether you are interested or not, please consider these factors:

* The Board of Directors/Leadership Sangha is very much a working “board of directors” as opposed to only being a policy-making governance body.
* This is an important and critical moment for EBMC as it is currently going through an organizational transition. The Board of Directors/Leadership Sangha, along with staff and consultants, are focused on building EBMC’s infrastructure and sustainability while keeping true to its core mission and values.
* The Board of Directors/Leadership Sangha meet in-person (at EBMC) monthly for a 3-hour meeting. Members have, on occasion, participated via Skype or telephone when necessary.
* There are currently 3 committees that assist the Board of Directors/Leadership Sangha in governing EBMC: Administrative Committee, Program Committee, Generosity (Fundraising) Committee. Each Board/Leadership Sangha member is required to sit on at least one committee, and sometimes members sit on more than one. Please consider where your skills would best serve EBMC.
* There are usually 1-2 committee meetings per month in addition to the monthly Board of Directors/Leadership Sangha meeting.
* The estimated time commitment per board/Leadership Sangha member varies, but the range goes from 2-12 hours per week. The average might range between 5-7 hours per week.

**Please submit your application to** **lisamoore@eastbaymeditation.org** **no later than Saturday, August 31, 2013.** Many thanks for your consideration.

Deep bows of appreciation,

EBMC Board of Directors/Leadership Sangha

Max Airborne, Joan Doyle, Mushim Ikeda, Christy Leffall, Konda Mason, Kimi Mojica and Lisa Moore



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EBMC BOARD OF DIRECTORS/LEADERSHIP SANGHA CANDIDATE APPLICATION

**Please return this questionnaire, a current resume/vitae, and any additional information to:** **lisamoore@eastbaymeditation.org** **no later than Saturday, August 31, 2013.**

Date

Name:

Telephone(s):

Home Address:

City: State: Zip:

E-mail address:

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Demographics: *Please self-identify (Race/ethnicity, gender, sexual orientation, ability, age)*

Livelihood/Occupation/Life Interest:

Educational History:

How long have you been connected to EBMC’s Sangha? Please list any previous volunteer and/or committee work:

Previous board experience? If so, please list the organization and years of service:

Two references who can speak to your character, practice and work ethic:

Name: Phone: Email:

Relationship: Years you have known one another:

Name: Phone: Email:

Relationship: Years you have known one another:

**SHORT ANSWER:**

1) What would you like to share about your meditation and/or spiritual practice?

2) The Board of Directors/Leadership Sangha’s role to guide the center's strategic direction and navigate challenges requires having the personal and organizational skills to support EBMC's mission. What skills, practices, knowledge do you bring that support EBMC's mission?

3) How would you bring your spiritual practice into the role of governance of EBMC?

4) What motivates you, at this time, to participate in the governance of EBMC?

5) What would be your biggest challenge to being on the Board of Directors/Leadership Sangha ?

6) Is there anything that would prevent your full involvement with the Board of Directors/Leadership Sangha ?

7) Please provide any other information you would like us to know:

8) Please review the Roles and Responsibilities and Term Limits for Board of Directors/Leadership Sangha members:

 **Roles and Responsibilities**

* Board/Leadership Sangha members are primarily responsible for setting strategic direction for the organization.
* Board/Leadership Sangha members attend monthly meetings either in-person (at EBMC) or on-the-phone for a 2-3 hour meeting. Members have skyped-in or conference-called into meetings.
* Board/Leadership Sangha members serve on at least one advisory committee, and members sometimes sit on more than one. On average there are 1-2 committee meetings per month. Additional ad hoc committees are formed as needed.
* Board/Leadership Sangha members attend a 2-day LSangha governance retreat every year.
* Average time commitment: 5-7 hours per week.
* Board/Leadership Sangha members commit to being fragrance-free when attending in-person. Board/Leadership Sangha meetings.
* Board/Leadership Sangha members must be responsive within 48 hours to email and phone communications.

 **Terms:**

* Board/Leadership Sangha members serve one 3-year term that is eligible for renewing for a second term.
* After serving two consecutive terms, a previous Board/Leadership Sangha member must roll off the board for at least one year before being eligible for a new term.

Are there any circumstances that would prevent you from meeting these commitments?

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*Many thanks for your interest, your commitment, and your service! Deep bows of appreciation.*