## Board Nominee Suggestion Form

**[Ministry Name]**

(one name per form; request Word document from: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

Version 1.0 – This suggestion form was approved by the board on (date): .

|  |  |
| --- | --- |
| MY NAME |  |
| Date Submitted |  |

## ATTN: Governance Committee

I am suggesting that the Governance Committee consider the following person for service on:

* Check one:

[ ] (example: Advisory Council, etc.)

[ ] Board of Directors (*3-year term, or unexpired term*)

To the best of my knowledge, this person meets the criteria as described in the following documents:

☑ Pathway to the Board

☑ Board Member Annual Affirmation Statement

☑ “The 6 D’s” (see page 3) – Adapted from the *ECFA Governance Toolbox Series No. 1: Recruiting Board Members*

|  |  |
| --- | --- |
| Name |  |
| Active with XYZ?  If yes, for approximately how many years? |  |
| Spouse Name |  |
| Home Address |  |
| Home Phone |  |
| Mobile Phone |  |
| Email Address |  |
| Employer (& City) |  |
| Resumé Highlights | * Use bullet points here |
| Education Highlights | * Use bullet points here |
| Describe this person’s walk with God |  |
| Church Involvement (church name and city) |  |
| Describe the strengths, gifts and expertise that this person would bring to the position |  |
| Service to other boards (past and present) |  |

|  |  |
| --- | --- |
| Describe this person’s understanding and philosophy of governance |  |
| Availability to faithfully attend:   * Quarterly Board Meetings * Committee Meetings * Annual Meeting * Other “Participant Hat” Events |  |
| Could this person (and spouse) participate in the Annual Board Retreat **every year**? |  |
| Could this participant meet these additional requirements? |  |
| Other Comments |  |

☑ A member of the Governance Committee will contact you for additional information, usually within 30 days.

☑ Then . . . the Governance Committee will prioritize the person’s name on the master list of suggested names (“The Prospect Pipeline”).

☑ When that name is prioritized near the top, then a member of the Governance Committee will call you about next steps (such as who will make the direct contact and when).

**Governance Committee**

**Next Steps** ➜

## IMPORTANT!

**Please do NOT contact the suggested person directly about service on our board, until such time as the Governance Committee may ask for your involvement.** But you are encouraged—as with all members—to inspire this person to become more involved in our organization and to become a “raving fan” of our organization by inspiring others to become engaged in the ministry.

**Engagement Next Steps Might Include:**

☑ “Liking” our organization on Facebook—and posting “satisfied customer” comments

☑ Encouraging family members to participate in organizational events

☑ Encouraging his/her local church to participate in organizational events (and giving)

☑ Encouraging other strategic influencers to participate in organizational events

☑ Attending major organizational events

☑ Serving on a Focus Group, Task Force or other volunteer role

# **The 6 D’s Criteria:**

|  |  |
| --- | --- |
| **Board Nominees Must Meet our 6 D’s Criteria[[1]](#footnote-1)** | **Describe Your Observation of This Person Relative to Each of the 6 D’s** |
| **1. Discerning Decision-Maker:** Prior experience in making wise policy, financial, strategy and personnel decisions. (*Is this person competent in both hiring and firing situations?*) |  |
| **2. Demonstrated Passion:** Gives high priority to and cares deeply about our cause. (Limits board service to one or two boards at a time.) |  |
| **3. Documented Team Player:** Competent in group process skills, effective listener; leverages own spiritual gifts and those of others (Rom. 12, Eph. 4, 1 Cor. 12). Knows and leverages his or her strengths. |  |
| **4. Diligent and Faithful Participant:** Documented history of fulfilling our volunteer assignments (if applicable) on schedule and under budget. Keeps promises and keeps confidences. Inspires others. |  |
| **5. Doer: Walks the Talk!** Reference checks affirm a God-honoring lifestyle and character. Humble,  prayerful, high integrity in all relationships. Affirms our statement of faith. |  |
| **6. Donor:** Because Jesus said in Matthew 6:21, “Where your treasure is, there your heart will be also,” this board prospect is already a generous giver to our ministry. (Note: Many organizations define “generous” as prioritizing your organization in the Top-3 of a person’s annual giving. Board members at all income levels can be generous.) |  |
| **7. \*Other:** |  |

|  |  |
| --- | --- |
| **\****Example:* this person is a “raving fan” of our organization and has a significant circle of influence (large church or churches, denomination, parachurches, business community, associations/networks, etc.) that he or she will strategically leverage to bring others into our organization’s circle. |  |

1. *ECFA Governance Toolbox Series No. 1: Recruiting Board Members.* Visit [*www.ECFA.org/toolbox*](http://www.ECFA.org/toolbox) and download the *Board Member Read-and-Engage Viewing Guide* and the *Facilitator Guide*. [↑](#footnote-ref-1)