



**Prospective Board Member Application  
(03/2026)**

Thank you for your interest in joining the Davis Arts Council's Board of Trustees. Serving as a volunteer Trustee is a rewarding and exciting experience. Please read the attached Board Member Job Description document carefully and ensure you can meet all requirements for membership prior to completing this application. Board vacancies are typically filled in September with terms starting October 1, but mid-term appointments are occasionally made at the discretion of the Executive Committee.

**Name:**

**Cell #:**

**Email:**

**City of Residence:**

**Employer:**

**Title:**

I have read and agree to the attached requirements of Board membership including regular meeting attendance, personal monetary donations, and program attendance.

**Why are you interested in joining the DAC's Board of Trustees?**

**In what ways are you currently involved with the DAC?**

**How will you contribute to the success of the DAC?**

**Please describe any leadership experience you have.**

**Please detail any prior experience you have with fundraising, volunteering, or nonprofit board service.**

**If selected as a member of the DAC Board, you will be expected to serve on at least one committee. Which of the following committees would you be interested in joining? This is not a binding commitment, just a general interest survey.**

Fundraising & Events

Governance

Programming

## Board Member Job Description

**GENERAL FUNCTION:** To participate as a member of the DAC Board of Trustees whose duties are to oversee the business of the organization with the responsibility to approve operating policies and practices ensure that the organization's mission is fulfilled and its financial and legal obligations are met.

### KEY ROLES:

- Establish the Mission, Vision, and Guiding Principles of the Organization: Develop and approve the mission, vision, guiding principles, and long-term strategic goals/strategic plans of the organization. Ensure alignment of programs, events, and initiatives with the mission. Continuously engage in strategic thinking. When making decisions, put the interests of the organization above all else. Be results-oriented and measured.
- Uphold The Duties of Governance: Establish and monitor policies and procedures for effective governance. Oversee the performance of the Executive Director. Help structure the board to fulfill essential governance duties that support organizational priorities. Connect visions and plans to Key Performance Indicators, financial support, expertise, and stakeholders.
- Provide Financial Oversight: Approve the budget and monitor financial performance. Ensure sufficient financial resources are available. Oversee financial reviews and audits.
- Build and Maintain Public Trust: Be an advocate for the organization. Develop and maintain relationships with partner and community stakeholders.
- Support Fundraising and Development: Participate in fundraising strategies and activities. Ensure fundraising activities are aligned with the mission of the organization.
- Invest in Board Growth and Succession: Energize the board through planned turnover and succession. Implement thoughtful on-boarding plans that include recruitment, orientation and engagement. Using an annual board performance plan, evaluate and assess value added to the organization, realizing quality improvement is a critical component of continuous learning.

### SPECIFIC DUTIES AND RESPONSIBILITIES:

- Attend and participate in 75% of board meetings.
- Be a Leadership Donor (Currently \$500 per year).
- Serve as an active member of at least one standing or ad hoc committee.
- Attend at least 60% of the programs and events sponsored by the DAC.
- Establish compensation and performance management for the Executive Director.
- Perform all other duties that may be necessary to carry out the vision, mission, and purpose of the organization.