

Cheyenne Frontier Days™ OLD WEST MUSEUM



Individual Board Member Responsibilities

- Requires up to a 3 – year commitment
- Attend all board and committee meetings and significant events.
- Review agenda and supporting materials before board and committee meetings.
- Serve on committees and offer to take on special assignments.
- Represent the Museum in the community.
- Follow conflict-of-interest and confidentiality policies.
- Assist the board in carrying out its fiduciary responsibilities, such as reviewing financial statements, obtaining accreditation, and securing the Museum's sustainability.

Personal Characteristics Needed in Directors

- Ability to listen, analyze, think clearly and creatively, and work well with individuals and groups.
- Willingness to prepare for, and participate in, board and committee meetings, asks relevant questions, take responsibility and follow through on a given assignment, open doors in the community, and evaluate oneself.
- Willingness to develop certain skills, such as cultivating and recruiting directors and other volunteers, reading and understanding financial statements, and learning more about the strategic challenges.
- Possess honesty; sensitivity; tolerance of differing views; a friendly, responsive, and patient approach; community-building skills; personal integrity; a sense of values; and a sense of humor.
- Proven decision-making skills
- Business savvy

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Nominee Application

Name: _____

Why are you interested in becoming a Volunteer?

What do you believe you could contribute to this position?

What motivates you? What makes it worthwhile for you to volunteer time to the Museum?

What particular or unique knowledge, skills, and talents do you have that you would like us to know about? Please separate using a comma.

What is the estimated number of hours per month you will be able to donate as a volunteer?

Education and Professional Background:

Education:

Professional:

List memberships in professional societies, associations, volunteer positions, civic or community based organizations for the past five (5) years:

Dates (Year)	Organization Name, City	Title
_____	_____	_____
_____	_____	_____
_____	_____	_____

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If you were to rate these in order of importance, what would be the order of importance (with 1 being the most important to 10 being the least important) and why?

Rating	Statement	Briefly Explain Why
	Interest in our mission	
	Knowledge of Museums	
	Ability to listen well	
	Sense of humor, positive presence	
	Experience in working with people from all backgrounds	
	Express ideas and opinions clearly	
	Ability to participate in conversation (neither monopolizing nor hanging back)	
	Ability to ask appropriate questions	
	Ability to participate on a regular basis in the board's work	
	Other (Please Describe)	

Please complete this application and email to: morgan.marks@oldwestmuseum.org