



HAVERFORD TOWNSHIP ADULT SCHOOL

Return To: Haverford Township Adult School

Attn.: Board Application

P.O. Box 806, Havertown, PA 19083

610-853-5919

support@haverfordadultschool.org

Learn, Grow, Connect!

HAVERFORD TOWNSHIP ADULT SCHOOL BOARD OF DIRECTORS APPLICATION

Name: _____
 First *Last*

Home Address: _____

Phone: _____
 Cell *Home* *Office*

Email: _____ Retired (Yes/No) _____

If no, please specify current position/ If yes, please specify last position:

Company	Position	From	To	Details

Education (Please list all undergraduate and graduate degrees earned)

	<u>Yes</u>	<u># Yrs.</u>	<u>No</u>	
Haverford Township Resident?	___	___	___	
Haverford Township Business Owner	___	___	___	
Have you taken a HTAS course?	<u>Yes</u>	<u>No</u>		<u>No</u>
	___	# Courses ___ 1-5 ___ 6-10 ___ Over 10	___	___
Have you taught at the HTAS Course	___	___	Course(s): _____	

Why would you like to join the HTAS Board? _____

What particular talents or skills would you bring to the HTAS Board? Please rate as many as apply with a 3 on the line for very strong, a 2 for average, 1 for little skill..

- | | |
|--|--|
| <input type="checkbox"/> Accounting | <input type="checkbox"/> Information Technology |
| <input type="checkbox"/> Advertising | <input type="checkbox"/> Marketing |
| <input type="checkbox"/> Brochure Development | <input type="checkbox"/> Organization |
| <input type="checkbox"/> Budgeting | <input type="checkbox"/> Proofreading |
| <input type="checkbox"/> Communication | <input type="checkbox"/> Publicity and Media Relations |
| <input type="checkbox"/> Costing | <input type="checkbox"/> Recruitment |
| <input type="checkbox"/> Evaluation | <input type="checkbox"/> Social Media |
| <input type="checkbox"/> Event Planning and Organization | <input type="checkbox"/> Training |
| <input type="checkbox"/> Financial Management | <input type="checkbox"/> Website Development/Maintenance |
| <input type="checkbox"/> Fund Raising | <input type="checkbox"/> Writing |

List other skills:

Please list your interests and hobbies:

Please list your other volunteer commitments:

Meetings are held 6 to 9 times annually on Thursday evenings between 7:00 p.m. and 9:00 p.m. What limitations do you have for attending meetings? _____

Meeting notices, reports, minutes, financials are generally circulated by email and hard copies are rarely distributed. Are you comfortable using email and able to print your own copies if needed? Yes No

In 2020 most meetings have been by zoom. Are you able and comfortable using zoom for meetings? Yes No

The two requirements of HTAS Board Members are to attend meetings (generally held on a Thursday evening) and to serve on a committee. Please indicate the committee you would like to serve on if accepted. All members are currently asked to serve on the **Curriculum Committee** and at least one more of the following:

- | | | | |
|---|--|---|---|
| <input type="checkbox"/> Brochure | <input type="checkbox"/> Community Events | <input type="checkbox"/> Finance | <input type="checkbox"/> Fundraising |
| <input type="checkbox"/> Publicity | <input type="checkbox"/> Technology/Website | <input type="checkbox"/> Virtual Instruction | |

I certify the answers I have made to each and all of the questions are true to the best of my knowledge and belief.

Date

Signature

Thank you for taking the time to complete this application form and for offering your time and talents. The Board of Directors will review your application and you may be invited to a Board meeting at which time you will have the opportunity to meet the members, observe our meeting procedures and ask any questions you may have about the Haverford Township Adult School. Please feel free to include additional information that might be pertinent to service on the HTAS Board.