OSHER LIFELONG LEARNING INSTITUTE AT UAH (OLLI)

Board of Directors Candidate Nomination Form

Application deadline: **February 22, 2019**

Please submit your completed form in a sealed envelope to: OLLI Program Manager, The University of Alabama in Huntsville, Room 113, Wilson Hall, Huntsville, AL 35899 or turn in at the OLLI Volunteer office

The OLLI at UAH Board of Directors (BOD) is accepting applications for positions on the BOD for 2019-2022. Candidates chosen will be outstanding advocates of The University of Alabama in Huntsville and the OLLI at UAH program. Candidates who will represent the educational, cultural, and social needs of all members, are innovative, respectful of all cultures and wish to see the program flourish now and in the future are sought.

The criteria that will be used to determine the qualifications of the candidates to be selected include:

1. Availability to serve as a Board member for 3 years.
2. Active membership in OLLI at UAH for at least 1 year prior.
3. Participation in at least 2 terms of OLLI at UAH courses.
4. Ability to review and understand policies, procedures, and guidelines established by OLLI at UAH.
5. Completion and submission a Board of Directors Candidate Nomination Form within the period nominations are open.
6. Participation in a meeting hosted by the Nomination Task Force to discuss expectations, review responsibilities, and encourage serving on the BOD.

Please complete the following: You may use a separate sheet of paper if you need additional space.

Name: _____________________________________________________________

Mailing Address: ___________________________________________________

Phone: ____________________________ Email: ____________________________

How long have you been an active member of OLLI at UAH? ____________ Years

How many terms have you participated in OLLI at UAH term courses? ____________ Terms

The BOD is a three-year assignment. Board members spend an average of 6 hours per month on board business. Are you willing and available to make this time commitment? ____Yes  ____No

Would you like to meet with the Nomination Task Force Chairman to discuss responsibilities, duties, and time involvement before you commit to applying for Board?  ____Yes  ____No
1. Why would you like to be considered for the OLLI Board of Directors?

2. Please share information about your experiences with OLLI at UAH and other learning programs: (Include any volunteer activities, i.e. committees, task forces, events, served as instructor/facilitator, etc.), this will assist us in understanding your interests and qualifications.

3. Please describe the professional and/or personal experiences and skills you can bring to OLLI and to this position.

4. Board members are expected to serve on at least two committees each year; serving on a committee does not necessarily require serving as the committee chair. Please select which committees are of interest to you. Also, please indicate if you are interested in participating in assisting with OLLI audio-visual support or participating in a Member Interest Group (MIG).

   ______ Curriculum: Plan OLLI term courses and weekly bonuses; obtain instructors; assist in preparation of syllabi and enter data into the curriculum database, identify course facilitators

   ______ Audio-visual: Assist with audio-visual equipment setup and provide instructors with assistance in equipment operation.

   ______ Member Services Committee: Staff the OLLI Volunteer Office from 8:30 am – 4:30 pm when terms are in session, assist members in locating classes, and complete clerical tasks in support of instructors. The Committee performs many other services in support of the OLLI membership.

   ______ Public Relations: Implement activities to make the local community more aware of the benefits of the OLLI program.

   ______ Administration and Finance: Assist in financial planning, development of administrative procedures, and property management.

   ______ Social: Plan and implement social events including luncheons, receptions, annual dinners, holiday parties, and other social events.

   ______ Events: Plan and implement cultural and special events, tours, trips, industrial visits, and other activities for members’ enjoyment.

   ______ Member Interest Groups (MIGs): Assist in establishing new MIGs to support requests from groups with mutual interests to meeting outside typical classroom situations.

Thank you for your interest in serving on the Board and in helping to make OLLI a more effective organization.