

JOHNSON COUNTY INTERFAITH HOSPITALITY NETWORK, INC.

Need for Board and Committee Members

INTRODUCTION. Johnson County Interfaith Hospitality Network needs volunteers to serve as board and committee members. The primary qualifications include commitment, willingness and time to volunteer 4 or more hours per month, and specific background and skills to work on tasks as part of a multi-person team outside of monthly board meetings. Some committee tasks, such as development and grant writing, may involve a greater time commitment to complete tasks on the required schedule.

BOARD OF DIRECTORS. Board members are nominated by our nominating committee and elected by our board. Our bylaws contain the following criteria related to directors.

- (a) At least one-half of the directors shall be active members of congregations who are serving as support [host and support] congregations for the network.
- (b) Not more than two members of any support [host and support] congregation may serve as a director at the same time.
- (c) The primary coordinators for support [host and support] congregations are not eligible to serve as directors.

COMMITTEE MEMBERS. Committees are appointed by our President, following consultation with our nomination committee. Our bylaws require that committees be chaired by a board member. Other committee members may be persons who bring skills, experience and availability, but are not board members.

BACKGROUND AND SKILLS NEEDED. Please use the form on Page 2 to provide suggestions of persons who have one or more of the following skill sets. Individuals may suggest themselves. Persons with Hispanic, African-American, Asian, Jewish and Islamic backgrounds are especially encouraged to indicate their interest.

- Secretarial experience and skills
- Accounting and budgeting
- Human resource management and policies
- Team (committee) leadership and coordination
- Computer skills related to financial records, newsletter and brochure preparation, database updating, etc.
- Planning and coordination of development (fund raising) activities, especially those related to grants and grant writing (all in coordination with the Network Manager and President)
- Grant writing
- Planning and coordination of public relations activities, especially press releases and other contacts with the media, preparation of brochures and coordination of a speakers bureau (all in coordination with the Network Manager and President)
- Planning of special events, such as our celebration dinner and golf tournament.
- Social work, especially with homeless families
- Multi-cultural understanding and willingness to have a ministry of presence with homeless persons
- Language skills other than English
- Driving the network van

All volunteers must have a background check. In addition, van drivers must obtain a motor vehicle report and have a valid driver's license and proof of insurance for their own vehicle.

Please use the form on the reverse page to suggest persons who have these qualifications, skills and willingness to serve. Send the form to JoCo IHN, 11503 S. Strang Line Rd, Ste C, Olathe, KS 66062. If you have questions, please contact Vicki L. Dercher at 913-345-2121 or Vicki@JoCoIHN.org.

JOHNSON COUNTY INTERFAITH HOSPITALITY NETWORK, INC.

SUGGESTED PERSON FOR BOARD OR COMMITTEE MEMBERSHIP

Name				
Address				
Telephone			E-Mail	
Congregation				
Employment—Organization and Responsibilities				
Special Training				
Background and Skills—please check the following that apply				
Secretarial experience and skills	Accounting and budgeting	Human resource management		
Team leadership/coordination	Coordination of development	Grant writing		
Coordination of public relations	Planning of special events	Social work with homeless		
Multicultural Understanding	Ministry of Presence	Driving Van		
Computer—List				
Language skills other than English—List				
Other interests, background and skills—List				
Other qualifications—List				
Approximate Hours Available Weekly				
Johnson County Interfaith Hospitality Network does not discriminate with regard to gender, age, race, ethnicity, marital status, sexual orientation, mental or physical handicap, political affiliation, or religion, and is interested in diversity within its board of directors and committees. Each person who meets the minimum requirements (skills, background and time to volunteer for a specific position) will be considered for election/appointment.				
Optional Information	Male	Female	Age	Race/Ethnicity
Submitted by				Date

Please send to: JoCoIHN, 11503 S. Stang Line Rd, Ste C, Olathe, KS 66062.