

Katy Youth Football

Application to Board of Directors

2011

What you need to know about the Board of Directors of Katy Youth Football (also known as "KYF").

Purpose

This form provides you with basic information about what KYF requires from its Board members. If you have doubts about your ability to commit the required time, attend scheduled meetings, or comply with these requirements, please advise the KYF Parliamentarian before submission of your name for consideration.

Term of Office

Board Members are elected at Annual General Meeting in January. Directors may be appointed by the Board to fill vacancies until the next Annual General Meeting.

Time Requirements

We require a time commitment of at least twelve hours of field duty, one Turf Bowl game, and one event outside of the game schedules (registration, cheer camp, winter tournament, etc.) in addition to regular attendance at Board and committee meetings. We do most of our work in meetings. We cannot do a good job or meet deadlines without full participation from members.

Board Meetings

The full board meets at least 10 times per year, usually on a Sunday afternoon from 3 pm to 5 pm. See below for proposed meeting schedule. If this schedule poses a problem for you, please advise the Parliamentarian.

Committee Meetings

Committees meet at the pleasure of the committee chairperson in order to accomplish certain tasks by established deadlines. Attendance is essential for the committees to do their work.

Other Time Requirements

Volunteering at in-person registrations

Mandatory Field Duty (monitoring) during regular season and playoffs (including Turf Bowl)

Special Events (*e.g.* Winter Tournament, Cheer Camp)

Selection Process

- Board members and staff identify prospective Board members. These are individuals who have demonstrated leadership and commitment to values shared by KYF.
- Prospects receive this information package. If still interested, they are invited to attend a board meeting, committee meeting, or other event.
- If board and prospective member wish to proceed, prospect is interviewed by Membership Committee.
- On recommendation of Membership Committee, name is placed on the slate for election by the membership at the next Annual General Meeting. If the recruitment is to fill a vacancy on the Board, the candidate may be appointed by the Board to serve what remains of the term.

Approach to Governance

Briefly stated, we believe that the Board's role is to ensure that KYF establishes and maintains the trust of the community by being clear in its mission, prudent and ethical in its activities, and accountable for its actions. Our meetings focus on planning, policy-making, and assessing our progress.

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Our Mission and Goals

Mission: To provide a positive sports environment where everyone plays and everyone is a winner.

Goals: To promote sportsmanship, teamwork, build confidence, emphasize the importance of exercise, and create a memorable experience that is treasured for years for not only the player, but the entire family.

Values and Beliefs

The Board of Directors of Katy Youth Football subscribes to, and acts in accordance with, the following values and beliefs:

Directors' Code of Behavior

Our Board members sign this code of behavior.

As a Board member of KYF, I will

- be committed to the mission of Katy Youth Football.
- act in a manner consistent with the mission and values of Katy Youth Football.
- focus my efforts on the mission of Katy Youth Football and not on my personal goals.
- accept responsibility and share power in order to work as a productive, cooperating member of the Board of Directors.
- avoid conflicts of interest between my position as a board member and my personal and professional life.
- support in a positive manner all actions taken by the Board of Directors even when I am in a minority position on such actions.
- never exercise authority as a board member except when acting in a meeting with the full board or as I am delegated by the Board.
- keep confidential matters confidential.
- be accountable to the membership and the community, for competent, conscientious and effective accomplishment of the obligations of the Board.
- ensure that discrimination is never practiced at Katy Youth Football.
- act in a manner consistent with this Code of Ethics despite personal opinions, values or differences.
- attend meetings consistently, prepare for meetings, participate fully, and otherwise fulfill my fiduciary obligations to Katy Youth Football.

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This form can be filled in electronically or by hand using Blue or Black ink.

Name			
Home Address			
Home Phone	Mobile Phone	Email	
Work (if applicable) Company & Address			
Phone	Fax	Email	
Summarize your experience with and/or interest in our organization.			
What skills and knowledge are you willing to bring to our Board? Please indicate your experience in the following areas.	Very Experienced	Some Experience	Little or No Experience
Strategic Planning			
Fundraising			
Board development (recruitment, training, evaluation)			
Program planning and evaluation			
Financial management and control (budgeting, accounting)			
Communications (public and media relations)			
Participation in inter-organization committees			
Public speaking			
Organizational development			
Information technology (computers, websites)			
Writing, journalism			
Special events (planning and implementing)			
List other skills you may have			

Mail or email the completed application to:
 Katy Youth Football, P.O. Box 5543, Katy, TX 77491
 kyfsecretary@gmail.com