

**SMITH HILL COMMUNITY DEVELOPMENT CORPORATION**

**POTENTIAL BOARD MEMBER**

**INTERVIEW FORM**

**Candidates Name:** \_\_\_\_\_

**Candidates Address:** \_\_\_\_\_

**Candidates Phone#:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**\*Key Responsibilities as a board member:**

- ⇒ Attend/serve on board meetings and committee meetings that meet monthly
- ⇒ Serve at fund raising activities for the benefit of the Smith Hill CDC
- ⇒ A personal, annual financial contribution
- ⇒ Be an active participant in board discussions
- ⇒ Attend organization public events (Ribbon cutting, training sessions, etc.)
- ⇒ Network for the benefit of the organization
- ⇒ Participate in planning for the organization
- ⇒ Implement policies and guide the direction of the organization
- ⇒ Ensure the proper utilization, management, or investment of property and other assets of the CDC.

**Please complete the following information:**

What are your strengths, skills, and areas of expertise?

FINANCIAL MGT. \_\_\_\_\_ LEGAL \_\_\_\_\_

FUND RAISING. \_\_\_\_\_ EDUCATION \_\_\_\_\_

MARKETING \_\_\_\_\_ PR \_\_\_\_\_

NON-PROFIT MGT. \_\_\_\_\_ HOSPITALITY \_\_\_\_\_

GOVERNMENT \_\_\_\_\_ HUMAN RESOURCES \_\_\_\_\_

ENVIRONMENT \_\_\_\_\_ HOUSING \_\_\_\_\_

COMM. LIASION \_\_\_\_\_ OTHER \_\_\_\_\_

Languages spoken? : \_\_\_\_\_

Do you live in Smith Hill? \_\_\_\_\_ Providence? \_\_\_\_\_

Are you able to commit to a time commitment of at least 5 hours per month between board meetings, committee meetings, and other agency-related matter?

Yes \_\_\_\_\_ Not Always \_\_\_\_\_ No \_\_\_\_\_

Referred to the Smith Hill CDC by: \_\_\_\_\_

**Please mail completed form to** (if you have a resume, please include):

Smith Hill CDC  
231 Douglas Avenue, Providence, RI, 02908