



August 1, 2022

The SEARCH Foundation announces its call for Board of Directors nominations for terms running from January 1, 2023 – December 31, 2025 (three-year terms).

## **QUALIFICATIONS**

Members of the Board of Directors must be employed in the special events, meetings, catering, or hospitality industry.

Directors should possess the ability to listen, analyze, think clearly and creatively, as well as work well with people individually and in a group. They should also possess honesty, sensitivity to and tolerance of differing views, a friendly, responsive, and patient approach, community-building skills, personal integrity, a developed sense of values, and concern for the SEARCH Foundation's development. Demonstrated skills in soliciting funds, recruiting new board members and other volunteers, reading and understanding financial statements will also be welcomed.

## **EXPECTATIONS**

Members of the SEARCH Board of Directors are required to attend Board meetings and teleconferences and may be asked to serve on a committee.

Regularly scheduled Board meetings are currently held in person up to 4 times per year at varying locations, often in conjunction with an existing conference, and Zoom Board meetings are held up to 8 times per year. **Note:** The Board will be meeting on Monday, October 10, 2022 from 2:30pm-4:30pm. The meeting will be held at Caesars, Las Vegas and will have Zoom capability for those unable to attend in person.

SEARCH Board members are expected and mandated to personally "Give or Get" a minimum of \$1,200.00 per year in donations to the Foundation.

## **HOW TO NOMINATE**

You may either nominate yourself or someone else by completing the following Nominations Application form.

Applications can be emailed to [Corinne@searchfoundation.org](mailto:Corinne@searchfoundation.org)

**DEADLINE for submission is Tuesday, August 30, 2022.**

If you have any questions, please contact Corinne Dudine: [Corinne@searchfoundation.org](mailto:Corinne@searchfoundation.org)

*The SEARCH Foundation is a non-profit 501 (c) (3). Federal Tax ID #75-2709245*

8924 E. Pinnacle Peak Road, Suite G5-584, Scottsdale, AZ 85255-3618  
Phone: 480.538.7912 ♦ Fax: 480.513.3207 ♦ [www.SEARCHfoundation.org](http://www.SEARCHfoundation.org)



## 2023-25 Board of Directors Elections

### BOARD MEMBER APPLICATION FORM

Please complete and submit this application by Tuesday, August 30, 2022 via email to: SEARCH, Corinne Dudine, Executive Administrator - [corinne@searchfoundation.org](mailto:corinne@searchfoundation.org)

Any applications postmarked after this date will not be considered. For any questions or comments contact Corinne Dudine via email [corinne@searchfoundation.org](mailto:corinne@searchfoundation.org)

#### Person Submitting Form Section I

Are you nominating yourself? Yes \_\_\_\_\_ No \_\_\_\_\_

If you are nominating someone else, please fill out this section and forward to the applicant for them to complete the remaining sections.

**If you are nominating yourself, please skip this section and proceed to Section II.**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Company: \_\_\_\_\_ Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**Nominee Data**

**Section II**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Company: \_\_\_\_\_ Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_

Office Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Birthday: \_\_\_\_\_ Instagram Handle: \_\_\_\_\_

Dietary Restrictions: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Leadership Experience Section III**

(Attach a separate page as necessary)

List any industry association memberships corporate or non-profit association or volunteer leadership positions you've held or currently hold:

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## Candidate Statement and Questions Section IV

Explain in less than fifty words why you wish to serve on the SEARCH Foundation Board. (This statement will be released to the current board)

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What is your greatest strength that you bring to SEARCH?

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What area do you consider to be your weakest? How do you plan to compensate?

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Additional Comments:

What three areas do you feel are the most important for SEARCH to address during your tenure?

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What is your vision of SEARCH for the next three years?

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Which committee do you feel you could best serve, and why?

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Are you interested in serving on the SEARCH Executive Committee? \_\_\_\_\_

Are you currently a member of the SEARCH 100? \_\_\_\_\_

Please list two industry references:

Name \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

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**Time Commitment Statement      Section V**  
(all candidates must read and sign)

The SEARCH Foundation strongly recommends that all candidates consult with their supervisors, business partners, etc. and discuss the time commitment required for service to the Foundation and seek their support.

The time commitment to serve as an International board member will include, at a minimum, one Board meeting per month of approximately one hour each via Zoom, plus individual committee assignments, with a minimum of two in-face board meetings and two full board conference calls each year, which may be in person as a retreat format.

Board members are also expected to personally “Give or Get” a minimum of \$1,200.00 in donations annually to the Foundation. Travel reimbursement is not provided to board members.

Please sign the following Time Commitment Statement

I understand the time requirements needed to carry out the duties as a Board Member of the SEARCH Foundation. I feel that I am able to carry out the duties of my current employment, other current industry commitments and the duties of this Office.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

See Next Page

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## Conflict of Interest and Disclosure Statement Section VI

The Officers, Board Members, Committee members and staff members of the SEARCH Foundation must avoid conflicts between their duties to this Foundation and their other duties and interests (including duties to other entities and their own personal interest, financial or otherwise).

SEARCH Foundation Leaders are prohibited from having relationships that present any such non-resolvable conflicts of interest during their term of service, nor are they permitted to solicit supporters of the Foundation or use their private data for personal gain.

Conflict Affiliations include but are not limited to:

- Having a material ownership interest, direct or indirect (i.e., through stock ownership or a partnership interest) in any entity which the SEARCH Foundation Leader knows or should know is a vendor of goods or services to the Foundation.
- Serving in a management or key operational position (i.e., as an officer or board member) for any entity that the SEARCH Foundation Leader knows or should know is a direct conflict of interest to the mission.

Each SEARCH Foundation Leader is under an obligation to the Foundation to disclose any and all actual or potential Conflict Affiliations. Accordingly, each Foundation Leader shall execute annually and upon the occurrence of any actual or potential Conflict Affiliation the following Disclosure Statement.

I have read and understand the above Conflict of Interest Policy of the SEARCH Foundation. I agree to abide by this Policy and have listed below all of my actual or potential Conflict Affiliations.

I hereby disclose the following actual or potential conflict affiliations:

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\_\_\_\_\_ I have NO actual or potential conflict affiliations.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

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## Confidentiality Agreement Section VII

I agree that my responsibility, as a member of the SEARCH Foundation Board of Directors, is to keep confidential any matters discussed during meetings.

By signing this Agreement, I agree not to discuss or divulge any information to individuals who are not currently members of the SEARCH Foundation Board of Directors.

I agree that I will in no way release information that will allow individuals to be privy to the Board of Directors' conversations or that would allow them to draw conclusions that could jeopardize the Board of Directors or the organization.

**DATE:** \_\_\_\_\_

**PRINT NAME:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

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