



**PennState
Alumni Association**
Capital Area Chapter

Capital Area Chapter Alumni Board Application

Thank you for your interest in the Capital Area Chapter Alumni Board. We appreciate your consideration of serving on our Board. We are looking for board members who are willing to actively participate in the governance and management of the Chapter by lending their talents and experience in support the Chapters initiatives.

Our Mission:

To connect alumni of Penn State University to the University and providing valued service to members of the Chapter the Students and the Community. We support the University's mission of teaching, research, and service.

Our objective is to provide services and experiences that enhance the Alumni's relationship with the University and to provide outreach services to support our student population and communities. This includes the development of future leadership for the chapter and other University initiatives.

Primary Activities:

Our primary activities are focused as follows:

- The development of funds to support direct student grants and scholarships via the Chapter's endowment.
- Developing financial support for a variety of Penn State Related charities with a focus on the Penn State University Hospital's Four Diamonds Program and the Jordan Hill Foundation.
- Establishment and participation in student and alumni outreach programs encompassing educational, cultural and leadership initiatives by sharing our experience, expertise, and connections with the students. Including but not limited to our mentor and entrepreneurial programs.
- Establishment and participation in community outreach initiatives to support community needs and to enhance the University's image in the community.
- Maintaining a strong networking environment supported by a number of social, sports related and educational events.

What is Expected:

While the Board is comprised of volunteers, each Board member is expected to and be willing to contribute their time, talents, and generosity to University through their commitment and work supporting the Chapter's mission.

As a member of the Capital Area Branch of the Penn State Alumni Association you are expected to:

- Attend new member Board orientation.
- Attend all Board meetings Six (6) per year.
- Participate in all conference calls between meetings or as called and/or convened in accordance with the by-laws.
- Participation on at least one committee, Board Members are encouraged to Chair at least one committee. Committees meet on an average of six (6) times per year.
- Attend at least one official function during your term on the Board (i.e. graduation, Homecoming, and or other local events in your area).
- Contribute your talents and skills to help the Chapter achieve its goals and objectives.
- Apply the knowledge, skills, and abilities you have gained, learned, or perfected at PSU to supporting our outreach and charity programs.
- Willingly contribute financially to support Chapter events if you are able to do so.
- Be good stewards of the office to which you are elected and good stewards of the University and the Alumni Association adhering to all bylaws, moral and ethical codes.
- Make a commitment of your time to actively participate in the support and execution of the Chapter's initiatives.

Our standing committees are as follows:

1. Budget and Finance Committee
2. The Technology and Communications Committee,
3. The Scholarship Committee
4. The Outreach Committee
5. The Membership and Social Committee
6. The Philanthropy Committee
7. The Governance Committee

You can find additional information about the Branch on our website at psucapitalarea.org.

The Process

The Chapter's Nominating Committee reviews all applications. The applications are reviewed to determine the best candidates to fill the current needs of the organization based on the skill sets and experience of the candidate. A set of the most qualified candidates meeting the needs of the Branch are presented to the Board for approval and inclusion on the ballot. The election is conducted electronically via the Chapter's website. Results are announced Immediately after the election results are validated. Further details are available in the Chapter's bylaws.

All board members are required to sign the Board Member Agreement which is included with this application prior to taking office.

If you are interested in participating on the Board, please complete the attached application and email it to nominationcommittee@psucapitalarea.org. It will be reviewed by the Nominating Committee and you will be notified if you are selected to be included on the Ballot.



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Capital Area Chapter

Capital Area Chapter of Penn State University Alumni Board Application

Name: _____

Address: _____

Phone Number: _____ Cell Number: _____

Email: _____

Date of Graduation: _____

School/Degree: _____

Occupation: _____

Employer: _____

1. Why do you want to serve on the Capital Area Branch Alumni Board?

2. What can you bring to the table or contribute to the Board?

3. Provide a synopsis of your experience with other cultural, educational, business, or charitable groups?
4. Please provide a short bio or attach a resume.
5. Please provide a synopsis of what areas you are most interested in participating in.

If you have any questions, please reach out to us at nominationcommittee@psucapitalarea.org