



**University of Maryland
Philadelphia Terps Alumni Network Board
Call for Nominations
2019-2020**

April 2019

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Introduction

Thank you for your interest in joining the Philadelphia Terps Alumni Network Board. The enclosed presentation provides information on the Board nomination process, Board position descriptions, and current Board needs.

Become a member of the Philadelphia Terps Alumni Network Board and play a leadership role in our vibrant organization. You will enjoy working alongside various generations of Maryland alumni to engage fellow Terps. Candidates are selected each June for 2-year terms.

If interested, please review the criteria and commitments and submit a resume and statement of candidacy to jcoatsworth@margolisedelstein.com

Current Board Needs

Size of the Board

Target size: **10 members**

Commitment to the Board

We appreciate your interest in joining the Board. Please review the position descriptions and consider your availability to fully commit to attend Board meetings and participate in the initiatives and activities set forth by the Board.

Strengthening the Philadelphia Network

Alumni or individuals with an interest in furthering the strategic direction of the Board and branding of the University. Alumni with prior board experience, fundraising, event planning, development, or marketing experience are encouraged to apply.

Philadelphia Terps Alumni Chapter Board: Nomination Process

What is the nomination process?

Individuals can be nominated or self-nominated. The following is requested:

- Resume
- Letter Of Intent- A short note explaining why you would like to be on the Alumni Board
- Submit all nominations and self-nominations to the Nominating Committee by May 3, 2019: jcoatsworth@margolisedelstein.com

Can I be elected to the Board if I'm not located in Philadelphia?

Individuals from Philadelphia and the surrounding areas are encouraged to apply to join the board. Board meetings are held in person and via teleconference.

Who can sit on the Board?

Any alumni with an interest in the promoting the University of Maryland.

What is the length of a term for a board member?

2 years

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Philadelphia Terps Alumni Network Board: Nomination and Election Timeline

What is the timeframe for nominations?

- Nomination for new Board members will be held from **April 1-May 3, 2019.**

When will a nominee be notified if he or she is elected?

- Elected Board members will be notified by **June 1, 2019.**

What is the start date for new board members?

- Newly elected Board members will transition to the Board on **July 1, 2019.**

Description of Positions: Officers

Officers serve in an executive capacity for the Board and require the most time commitment.

President- Responsible for planning and providing direction to Board and committees. Presides at all Board meetings and represents the chapter at all UMD associated functions.

- Term Length: **optional 2 years**
- Number of hours per month: **10-15 hours**

Past President-Serves as advisor to the Board and chairs the Nominating Committee

- Term Length: **optional 2 years**
- Number of hours per month: **10 hours**

Vice President- Provides planning support to the president. Assumes all duties of the president in absence of the president.

- Term Length: **optional 2 years**
- Number of hours per month: **10-15 hours**

Description of Positions: Officers

Treasurer- Responsible for maintaining accounts, financial records, and submitting annual budget.

- Term Length: **optional 2 years**
- Number of hours per month: **5-10 hours**

Secretary- Responsible for scheduling Board meetings, preparing minutes, managing social media accounts, and maintaining records of Board communications.

- Term Length: **optional 2 years**
- Number of hours per month: **5-10 hours**

Description of Positions:

Directors

Board Members at-Large- Attend chapter meetings and other functions. Serve on task forces as determined by the Board.

- Term Length: **2 years**
- Number of hours per month: **3-5 hours**

Questions and Contact Information

We appreciate your interest in joining the Philadelphia Terps Alumni Network Board. If you have any further questions regarding the nomination process or the Alumni Board please email the following:

Philadelphia Terps Alumni Network President, Jen Coatsworth:
jcoatsworth@margolisedelstein.com