

**PENNSYLVANIA STATE
RESOURCE FAMILY ASSOCIATION
*“FAMILIES HELPING FAMILIES”***

**Board of Directors
Application Kit**

Includes an overview of the organization, an application form and complete instructions for becoming a member of the Association's Board of Directors
Pennsylvania State Resource Family Association

The Pennsylvania State Resource Family Association was started in 1974 by a group of foster parents that wanted to form an organization for foster families. Our mission is to work together to insure the safety, permanence, and well being of the children in the Common Wealth.

The organization's mission is:

The Pennsylvania State Resource Family Association advocates for all those who care about children and their families. We work supportively with foster, adoptive, and kinship families, and with local foster parent associations and agencies who care for the children we serve.

Board of Directors -- Questions and Answers

Interested in becoming a board member on PSRFA's Board of Directors? After reading about how the application process works, remove the application form included and read through it carefully. We are looking for people who will make a valuable contribution to the Board of Directors. If interested, please complete the following application.

How many directors can be on the board?

The Board of Directors will have at least twelve (12) and no more than eighteen (18) members not including a president, vice president, treasurer, and secretary.

Who will be represented on the board?

A majority of the board will be foster parents as defined by our by-laws. Board representation will be determined by a formula that includes diversity of culture, diagnosis, and region. We are also looking for members with expertise in marketing, fundraising, finance, human resources, education, and the legal system.

How long do directors serve on the Board?

The directors shall serve for a period of three years. No person shall serve on the board for more than two (2) consecutive terms (six years).

How often are board meetings held?

The Board of Directors meets five times per year, January, March, June, August, and October.

Is there any financial compensation for being on the board?

Board members cannot be paid for participating on a nonprofit board. However, the Association will cover travel expenses (meals & lodging), as funding is available.

How does the selection process work?

The Board of Directors has a nominating committee that will contact candidates and then propose recommendations to the whole Board for a vote. The nominating committee will review all applications and recommend board members based on the following criteria:

1. Interest in serving on the Board of Directors for a three-year term.
2. Ability to represent and advocate for resource families and their children.
3. Ability to see "the big picture" and to make sure that PSRFA fulfills its mission.
4. Ability to represent a diverse group of families in a strengths-based and a culturally competent fashion.
5. Ability to contribute special skills and/or knowledge to the Board of Directors.

If I am selected as a board member, what will I have to do?

1. Policy development and planning

Board members are expected to keep current on the work of the Association and to become actively involved in developing plans and creating policies that will help the organization become the leading resource family organization for families and their children.

2. Ambassadors

Board members are expected to serve as ambassadors in the community and to seek out opportunities to educate the community about the Association.

3. Initial development responsibilities

The Board will be instrumental in helping PSRFA establish a solid foundation including but not limited to, creating subcommittees, assisting in creating certain policies, and assisting with other infrastructure considerations. Board members must contribute no fewer than 60 hours yearly to the Association including: Board meetings, the Annual Conference, and Committee responsibilities. Board members shall attend at least four (4) planned meetings per year unless excused by the President from one (1) board meeting per year. Members failing to fulfill this obligation, without cause, may be dropped from Board membership by a two-thirds (2/3) vote of the Board. A Board member who is unable to physically attend one of the required board meetings may, with the permission of the President, request a conference call to participate in that meeting, at the cost to the board member. This shall constitute a legal attendance, but shall only be granted one time per elected term. Board members must be members of the State Association, and shall provide to the State office Act 34 and State Police Criminal Clearances within 30 days of election or appointment to the Board of Directors but prior to taking office. Board members will also be responsible for "being prepared" for board meetings. This will include reading all materials sent to you prior to the meeting, and then calling the appropriate committee chair with any questions you may have.

When will I know if I have been selected as a board member?

Someone from the nominating committee will contact you after our Annual Conference that is held in October.

<p style="text-align: center;">Pennsylvania State Resource Family Association Board Application Form</p>

The following questions ask for some personal information about you. It is important that we select board members who have a personal interest in resource families and the children that they serve. This information is confidential and will not be shared with anyone except the three-to-five-member selection committee. Thank you for your interest.

Your name: _____

Mailing address: _____

Daytime telephone: _____

E-mail address: _____

1. Are you currently a foster, kinship, or adoptive parent? Yes ____ No ____

3. Have you ever been involved with any parent/family organizations? Please describe:

4. Are you now, or have you ever been involved in any community organizations or committees? Please describe:

5. Are you now, or have you ever been a member of a board of directors? Please describe:

6. Why do you want to be a board member of PSFPA?

7. Do you have any experience working in the following areas? Check all that apply:

- | | |
|--|---|
| <input type="checkbox"/> Personal Experience | <input type="checkbox"/> Grant writing |
| <input type="checkbox"/> Advocacy | <input type="checkbox"/> Finance |
| <input type="checkbox"/> Support Groups | <input type="checkbox"/> Mental health provider |
| <input type="checkbox"/> Marketing/public relation's | <input type="checkbox"/> Fundraising |
| <input type="checkbox"/> Healthcare | <input type="checkbox"/> Health insurance |
| <input type="checkbox"/> Education | <input type="checkbox"/> Legal/Court System |
| <input type="checkbox"/> System of Care | |

8. Briefly describe your experience and other skills that would benefit this organization:

9. Please complete the following information about yourself:

a. County where you live: _____

b. How would you contribute to the board's cultural diversity? _____

c. Are you currently employed outside of the home? Yes____ No____

d. If yes, where do you work, and what do you do? _____

10. How did you hear about PSRFA and the opportunity to become a board member?

11. Please list one personal and one professional reference with their daytime contact information. (The selection committee may contact these people).

Name	Daytime phone number or E-mail address
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a. _____	_____
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b. _____	_____
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You may mail your application to:
Pennsylvania State Resource Family Association
PO Box 60216
Harrisburg, PA 17106