



2015-2016 Board Nomination Form

**Board Positions:** (Job descriptions listed on back)

- Directors of Operations (non-voting, 2 year position; open in 2016)**
- Collections**
- Distributions**
- Fundraising**
- Grants**
- Marketing**
- Recruitment**
- Sorting**
- Web Management**
- Historian**
- Outreach Coordinator**
- Parliamentarian**
- Secretary**

Your Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Board Position interested in: \_\_\_\_\_

Please tell us in paragraph format why you think you would be good for this position. Paragraphs will be presented to the nominating committee.

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If not elected would you be interested in serving on a committee? Yes \_\_\_\_\_ No \_\_\_\_\_

Which committees would you be most interested in? \_\_\_\_\_

This form is due not later than **March 15, 2015**. Please mail or drop off to:

My Girlfriend's Closet  
600 B Street, Suite 2350  
San Diego, CA 92101

Or

Email to: [mgc.sandiego@gmail.com](mailto:mgc.sandiego@gmail.com)

## Timeline for Nominating Process

<b>January 31, 2015</b>	Board Election Form is made available
<b>March 15, 2015</b>	Forms are due
<b>April 1, 2015</b>	Nominating Committee will hold a meeting
<b>April 15, 2015</b>	Slate of officers is presented to the board
<b>May 15, 2015</b>	Board will vote on slate
<b>May 30, 2015</b>	2015-2016 Board will be posted on website

### ***Job Descriptions:***

- ***Directors of Operations*** (non-voting, 2 year position; open in 2013)  
*Oversees general operation of the organization.*
- ***Collections***  
*Responsible for coordinating all collection drives.*
- ***Distribution***  
*Responsible for the management of the distribution of clothing to intended recipients.*
- ***Fundraising***  
*Responsibilities include pursuing all fundraising and capital campaign.*
- ***Grants***  
*Responsible for seeking out and applying for grants.*
- ***Marketing***  
*Manages all marketing materials and maintains the website.*
- ***Recruitment***  
*Actively recruits new volunteers for our organization.*
- ***Sorting***  
*Responsible for organizing sorting events, generally held 1 to 2 weeks prior to a distribution.*
- ***Web Management***  
*Responsible for updating and coordinating changes to MGC website.*
- ***Outreach Coordinator***  
*Responsible for maintaining a current database for outreach into the foster community,*
- ***Secretary***  
*Responsible for communication with all volunteers and correspondence related to MGC.*
- ***Treasurer***  
*Manage all financial and bookkeeping responsibilities.*
- ***Parliamentarian***  
*Maintains Roberts Rules of Order during all board meetings. (Filled by past Director of Operations)*