



OREGON
**FESTIVALS
& EVENTS**
ASSOCIATION

Making Oregon festivals and events better through Resources, Education, Promotion, and Networking.

Board of Directors Application

Thank you for your interest in serving on the Board of Directors of the Oregon Festivals & Events Association. We want to offer you a rewarding opportunity and make the most of your special talents and expertise. Please contact us if you have any questions at 866.451.6332. Return complete and signed forms to Jill at jill@oregonfestivals.org.

Contact Information

Name: _____ Title: _____

Organization: _____

Mailing Address: _____ Business Phone: _____

City: _____ State: _____ Zip: _____ Cell Phone: _____

Email Address: _____

Talents & Expertise *(Please check the items you will contribute to the board.)*

- | | | |
|---|--|--|
| ☐ Accounting/Financial | ☐ Strategic Planning | ☐ Public Speaking |
| ☐ Leadership Development | ☐ Management | ☐ Web/Internet/Social Media |
| ☐ Marketing | ☐ Legal Affairs | ☐ Hospitality |
| ☐ Media/Public Relations | ☐ Investments | ☐ Volunteer Administration |
| ☐ Program Development | ☐ Community Relations | ☐ Governments |
| ☐ Lobbying | ☐ Education | ☐ Other _____ |

Please answer the following questions below or on a separate sheet.

What is your experience as a member of other boards?

How many hours per month can you serve the OFEA?

What interests you most in serving as a board member of the OFEA?

Please contact us if you have any questions. Return complete forms to Jill at jill@oregonfestivals.org

Oregon Festivals & Events Association - www.oregonfestivals.org

PO Box 2248

866.451.6332

Lebanon, OR 97355

info@oregonfestivals.org

 [OregonFestivalsandEvents](https://www.facebook.com/OregonFestivalsandEvents)

 [oregonfestivals](https://www.instagram.com/oregonfestivals)





Board Member Commitment

Serving on the Oregon Festivals & Events Association Board of Directors is an opportunity to help shape the future of the organization and support those who produce events across Oregon. Board members bring their experience, ideas, connections, and perspective to help OFEA fulfill its mission.

Duties and Responsibilities of Members of the OFEA Board include:

Support OFEA's Mission & Governance

Abide by OFEA's bylaws and policies, remain active and in good standing as an OFEA member, and stay familiar with the organization's projects, initiatives, and priorities.

Act in OFEA's Best Interest & Exercise Financial Oversight

Make decisions based on what is best for OFEA and the event community it serves. Board members share responsibility for overseeing OFEA's financial health, understanding the budget, monitoring income and expenses, and ensuring resources are used responsibly.

Act with Integrity, Confidentiality, & Accountability

Carry out board responsibilities with integrity and in good faith, protect confidential information, disclose and appropriately manage actual or potential conflicts of interest, and avoid using a board position for personal or business benefit.

An individual nonprofit board member has no independent legal or management authority. Decision-making power belongs strictly to the full board, acting collectively as a body. Individual directors cannot bind the organization, direct staff, or make unilateral commitments unless specific authority is formally delegated by the board.

The OFEA maintains Directors and Officers insurance. However, an individual board member Acting without board approval can jeopardize a director or officer's D&O insurance coverage by moving their actions outside their "insured capacity" or triggering "bad faith" and "intentional wrongful act" exclusions. Unilateral actions often breach fiduciary duties, stripping away corporate indemnification and leaving personal assets exposed to lawsuits.

Attend & Participate

Make a good-faith effort to attend board meetings, review materials in advance, participate in discussions, and follow through on commitments. Physical attendance is expected at the Annual Business Meeting during the annual conference and the annual board planning retreat. No more than three board meetings may be excused during a board term, as determined by the Board President.

Board members are also expected to actively participate on at least one OFEA committee and contribute time, ideas, and expertise to help advance the organization's programs and priorities.

Support Membership & Fundraising

Help promote the value of OFEA membership, identify and recruit prospective members and sponsors, and participate in fundraising efforts, including the annual conference auction.

Be an Ambassador for OFEA

Represent OFEA professionally and help build relationships throughout Oregon's event community. Bring your experience, connections, questions, and ideas to the table and help connect event professionals with OFEA's resources, education, networking, and opportunities.

These responsibilities are intended as a general guide to the expectations of board service and may evolve as OFEA's programs, priorities, and organizational needs change.

I agree to this commitment: _____

Signature

Date