

**American Chamber of Commerce in Macedonia
2009 Board Member Application Form**

Position Description

The Board of Directors of AmCham Macedonia shapes the organization's mission and strategic plan. The board also serves as a steward of the organization, actively working with staff to determine and monitor the effectiveness of programs and services to ensure they are consistent with the mission. Board members are volunteers, represent the organization to others, and assist in recruiting new members and raising adequate resources for the organization. Board members are required to regularly attend board meetings (approximately once per month), AmCham events, and to respond promptly to regular email communications on various AmCham-related business. The meetings of the Board are chaired by the President of the Board, who is elected by the Board members, together with the Board officers (Vice-presidents and Secretary-treasurer).

Term of Service

Unless otherwise determined, the terms of board member service is two years.

Application Procedure

Your application will be reviewed by the AmCham Board Nomination Committee. If the committee approves your nomination, the information provided in your application will be distributed to the AmCham membership prior to the General Assembly. This information will be used to evaluate your candidacy to serve on the AmCham board (candidates will not make speeches at the Assembly).

Application deadline

Your application must be received by AmCham by **September 4th, 2009**.

Contact Information

Name: _____

Title: _____

Company: _____

Address: _____

Telephone: _____

Email: _____

Attachments:

1. Please attach a copy of your curriculum vitae (CV)
2. Please attach a letter of intent that addresses the following questions:
 - What motivates you to serve on the AmCham Board?
 - What skills and qualifications do you bring to the position of AmCham Board Member?

I understand and agree the requirements of service of the AmCham Board of Directors:

_____ (Signature)

_____ (Date)