



NEBRASKA STATEWIDE

**Arboretum**

Board Member Application

**Overview:**

The Nebraska Statewide Arboretum (NSA) Board of Directors governs the overall execution of the organization’s mission. Principally, the Board oversees the property, business and affairs of NSA. In partnership with NSA program staff the Board also sets long term priorities for programs. Board members assist with fundraising and ensuring adequate resources are generated by NSA to fulfill its mission. Additionally, in partnership with UNL, the Board oversees the Executive Director, who is responsible for day-to-day management of NSA programs. Overall, the members of the Board contribute the educational, management, legal, and financial skills needed to ensure long term organizational stability and ensure year-to-year excellence for the NSA. Board members also hold a fiduciary responsibility for management of organizational capital and ensuring appropriate filings with federal, state, and local authorities consistent with the NSA status as a 501(c)(3) nonprofit organization.

The Board of Directors has up to 17 voting members, including two ex-officio members representing the Nebraska Forest Service and the Institute of Agriculture and Natural Resources. Terms are for three years. A board member may serve two terms in succession. Board officers include: President, President Elect, Treasurer, and Secretary.

The Board meets four times a year, with both in person (Lincoln) and virtual attendance options. Standing and Ad-hoc committees may meet on a more frequent basis in-person or virtually. Standing committees include: Finance, Governance, Development, Programs, and Public Relations and Advocacy. Ad-hoc committees are formed on an as needed basis. Board members are expected to serve on a standing board committee. Board Member responsibilities include attendance at board meetings and committee meetings, maintaining regular email and phone communication with board members and NSA staff and periodic volunteering at NSA events.

***Time and Financial Considerations***

Meetings:

- Quarterly Board Meetings
- Committee Work on the Development, Finance, Program, and Advocacy Committees.
- Encouraged participation in events and outreach

Travel Cost: Travel and Lodging is non-reimbursable.

Donations: As with any Board, members will submit an annual pledge for a cash donation; 100% participation is sought; the amount is at the discretion of the board member.

***Declaration of Candidacy***

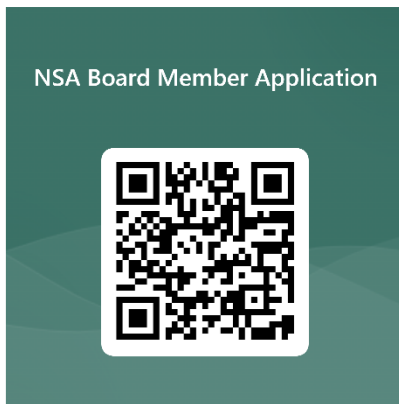
Board positions require a time and energy commitment that should not be underestimated. Candidates are urged to consider personal priorities for the next three years as well as the ways you can contribute to the development of the organization.

Resources available to prospective members:

- More information about the Nebraska Statewide Arboretum is available at [plantnebraska.org](http://plantnebraska.org).
- Please contact the Executive Director, Hanna Pinneo ([hpinneo2@unl.edu](mailto:hpinneo2@unl.edu)) to have a prospective board member packet sent to you.
- Email the Executive Director ([hpinneo2@unl.edu](mailto:hpinneo2@unl.edu)) with questions.
- A full list of staff and board members as well as board member descriptions is available at: <https://plantnebraska.org/who-we-are/staff-board.html>

**To apply:**

- Please send your resume or CV to Hanna at [hpinneo2@unl.edu](mailto:hpinneo2@unl.edu)  
**AND**
- Please complete the application at the following link:  
<https://forms.office.com/r/D3GgGudEsK>



## ***Application Questions***

Please feel free to use this page to prepare your application. However, we will only accept applications submitted through the form at the link above.

1. First Name
2. Last Name
3. Full Mailing Address
4. Phone Number
5. Email Address
6. Current Occupation, or if retired please indicate “Retired” and include your previous occupation.
7. If you will be representing a business/organization through your service on the board please list it here.
8. If you have any relevant professional and/or personal affiliations, please list them here.
9. Please list any boards on which you are currently serving and your position.
10. Please list any boards you have previously served on and the positions you held, if any.
11. What do you value about the mission and work of the Nebraska Statewide Arboretum?
12. What special skills, expertise, or passions would you bring to the Nebraska Statewide Arboretum board?
13. The board typically meets quarterly with committee meetings in between quarterly meetings. Each board member is required to serve on one committee. We estimate the time requirement to be 1-4 hours per month depending on the month, plus addition time if you serve in an officer position. Do you have that time to commit to your board service? What constraints on your time or service might you anticipate (ex: seasonal work obligations)?
14. When you serve on a board, what expectations do you have of the organization’s management team?
15. Why do you want to support the Nebraska Statewide Arboretum through board service?
16. All board members are required to support the financial health of the organization through at least an annual donation in the amount of the board member’s choosing. Will you be able to meet this requirement?
17. All board members are considered “ambassadors”, that is – each is expected to talk with members, donors, and people new to the organization about NSA. They are expected to help make personal connections between potential supporters and other board members and/or NSA staff. Are you willing to serve in this role? What would concern you the most about this role? What would you like most about this role?
18. “Advocates” on the board make the case for supporting NSA and help communicate a deeper understanding of our vision and mission. “Askers” on the board build relationships with members and donors and learn how and when to ask for support. Which role do you see yourself fitting into and why?
19. If you have any questions, comments, or concerns please share them here.