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Role Title

Cheltenham Township Library System Board Member

Role Description

The Cheltenham Township Library Board is made up of seven (7) township residents dedicated to enabling the organization's mission, vision, and values. The board provides strategic and financial oversight, oversees the CEO, and contributes time and effort to ensure that the library has appropriate resources and support to operate effectively.

Board members are expected to dedicate a minimum of 10 hours a month to their role. Activities include:

- Fundraising and advocacy.
- Leading or participating in one or more standing committees.
- Participating in ad hoc committees and task forces as needed.
- Participating in annual board training and retreats.
- Researching and reading materials related to libraries and board leadership; staying abreast of PA library news; consuming board development materials identified by the board chair. These materials will inform Board members ability to contribute to CTLS strategic planning efforts.
- Attending CTLS library events and representing the library in the community.
- Preparing for and attending monthly board meetings.

Requirements

- Applicants must be residents of Cheltenham Township
- A desire to further the vision, mission, and values of CTLS:
 - <https://cheltenhamlibraries.org/about-us/vision-mission-values/>
- Registered voter
- Familiarity with CTLS system and a library cardholder
- Willingness to make an annual philanthropic gift of a size meaningful to you
- CTLS Board seeks members with skills in the following areas:
 - Fundraising (non-event based fundraising)
 - Building and Facilities Maintenance
 - Libraries and Information Science
 - Advocacy and campaign organizing
 - Board governance
 - Strategic thinking/planning

Application Process

1. Please submit your application to board@cheltenhamlibraries.org **by February 5th, 2021 at 5:00 PM.**
 1. Resume
 2. Cover letter
 3. Completed survey
2. Finalist candidates will be interviewed by a committee of the board in early February.

Form Questions

- First Name
- Last Name
- Address
- Resume + Cover Letter

Survey Questions

1. What do you do professionally? If retired, what is your background?
2. What has inspired you to apply for this position at our library system?
3. What do you believe is the most important function of a non profit library board member?
4. What other other groups, communities, committees, or boards are you a part of?
5. Where do you think our libraries are succeeding? What do you think should change?
6. What skills, connections, resources, and expertise do you have to offer and are willing to use on behalf of this organization?
7. What is your experience with:
 1. Fundraising
 2. Building and facilities maintenance
 3. Libraries and Information Science
 4. Advocacy and campaign organizing
 5. Board governance
 6. Strategic thinking/planning