

754 Williamson Street, Madison, WI 53703

608-255-1166

[www.wcblind.org](http://www.wcblind.org)

info@wcblind.org

August 2019

Would you like to make a difference in the lives of those who experience blindness, visual impairment or vision loss?

The Wisconsin Council of the Blind & Visually Impaired is pleased to announce that we are accepting applications for our board of directors through **Friday, September 20, 2019**. Terms are three years in length and begin on January 1, 2020.

Founded in 1952, the mission of the Council is to promote the dignity and empowerment of the people of Wisconsin who are blind and visually impaired. Our guiding core values are inclusivity, uncompromising respect and integrity. The board of directors plays a key role in strategically guiding the Council’s work to fulfill our mission and live our values in dynamic and meaningful ways.

The Council seeks candidates, who are dedicated to our mission, committed to professional excellence and have interest in blindness and visual impairment. All board seats are at-large positions, with the majority of members being people who are blind or visually impaired. Up to three members may be sighted.

Dependability is a must. The board holds quarterly board meetings and one retreat per year in Madison on Saturdays. Additionally, all board members are required to actively participate in at least one committee, with most meetings done by conference call. There is work between meetings that includes document review, monitoring email and serving on ad hoc work groups for special projects.

All board members are expected to make a financial contribution, within their means, serve as ambassadors for the Council in their local communities and utilize their talents and skills to serve the blind and visually impaired community, including our aging population, throughout the state.

If you are excited about this opportunity and can make the commitment, please complete the application materials attached and return them by September 20! Please reach out with any questions to Denise, at 608-237-8103 or djess@wcblind.org.

On behalf of the nominating committee,

Denise Jess, CEO/Executive Director



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Board of Directors Application

**Please complete and return by September20, 2019. Application must be completed in MS Word or comparable program and submitted electronically to djess@wcblind.org..**

Contact Information

Name:

Street:

City/State/Zip:

E-mail address:

Telephone number (home):

 (work/cell):

**Please attach a résumé or provide an educational and work summary.**

Experience and References

Please list the name(s) and your position of any organizations to which you belong, or for which you volunteer.

Describe your leadership role/responsibilities within these organizations.

Please include three references (professional, volunteer or personal. No more than one personal reference. Personal reference may not be a spouse or relative)

Name:

Contact phone number:

Organizational affiliation:

Relationship/Role:

Name:

Contact phone number:

Organizational affiliation:

Relationship/Role:

Name:

Contact phone number:

Organizational affiliation:

Relationship/Role:

What You Bring to the Council

The Council’s Mission is to promote the dignity and empowerment of people in Wisconsin who are blind or visually impaired by providing services, advocating legislation and educating the general public.

1. Please describe what this mission statement means to you. How would you support the Council’s mission as a board member?
2. What motivates you to serve on the board? What do you hope to gain from being a member of the Council’s board?
3. Please indicate if you have experience in any of the skill sets listed below. Check all that apply.

\_\_\_\_Fundraising/fund development

\_\_\_\_Finance/Investments

\_\_\_\_Community Connections

\_\_\_\_Legal

\_\_\_\_Human Resources

\_\_\_\_Public Speaking/Outreach

\_\_\_\_Strategic Planning

\_\_\_\_Legislative

How would you utilize your skills to enhance the mission of the board?

1. Describe your perception of the services and/or needs of visually impaired persons in your area.
2. Do you meet the visual acuity limits as outlined in Article 10, Section 10:1:1 of the Articles of Incorporation? YES\_\_\_\_ NO\_\_\_\_\_

If no, please describe your relationship to blindness/visual impairment, for example: family member, professional in the field of blindness/visually impairment, ally/advocate etc.

Excerpt from Articles of Incorporation

Section 10:1:1 Persons who are legal residents of Wisconsin, (1.) whose central visual acuity does not exceed 20/70 in the better eye, with best correction; or (2.) whose visual acuity if better than 20/70, has a limit to the field of vision to such a degree that its widest diameter subtends an angle no greater than 20 degrees, or (3.) who have direct and real life connection with people who are blind or visually impaired and don’t meet the prior stated visual limitation listed in (1.) or (2.) are eligible to serve as members of the Council. At no time should the number of individuals from category (3.) exceed three persons.

1. You are expected to attend face to face meetings of the Board of Directors and various meetings of the Council. Do you have available transportation so that you will be able to do so? (Please refer to enclosed Council Member Job Description.)
2. Any additional comments or questions?

All applicants are required to submit to a background check. Please complete the attached background check authorization form and return it with your application.

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Signature Date signed

Please complete this form and return it to Denise Jess, CEO/Executive Director, at djess@wcblind.org.

If you have questions, please call Denise at 1-800-783-5213 or directly at 608-237-8103. The nominating committee will review all applications, set up interviews with candidates of interest and recommend candidates to the full board of directors. The board will vote on candidates at its November meeting and all candidates will be notified on or before December 1, 2019.

**Thank you for your interest in serving on the Board of Directors for the Wisconsin Council of the Blind & Visually Impaired.**



Background Investigation Authorization Form

I hereby authorize Wisconsin Council of the Blind & Visually Impaired, Inc. (WCBVI) or its agent to investigate my background to determine any and all information of concern to my record, whether same is of record or not, and I release employers and persons named in my application from all liability for any damages resulting from furnishing said information.

Additionally, I hereby authorize any investigation of my personal history, including, but not limited to, a credit history, driving history, educational background, military record, criminal records and I also authorize previous employers, and any references provided by me or ascertained by investigation, to release information about my performance, integrity, general character, and any other job specific information requested. I authorize the release of this information by the appropriate agencies to the investigating service. I understand this may include a worker’s compensation claims search after a conditional job offer has been made. I also understand I may be required to take a drug test before or during employment.

This authorization, in original or copy form, shall be valid for this and for any future reports and updates that may be requested.

PLEASE COMPLETE THE FOLLOWING INFORMATION:

Full Name:

Social Security Number:

Other Names or SSN Used:

Current Address:

City, State, Zip:

Date of Birth:

Previous Address(es) for past 5 years:

May we contact your current employer?

If yes, please provide contact information:

Have you ever been convicted of a crime?

If yes, please provide details:

Signature:

Date:

**Wisconsin Council of the Blind & Visually Impaired**

**2018-2020 Goal Statements**

1. Develop relationships, partnerships, and coalitions to provide statewide leadership in promoting the dignity and independence of people who are blind & visually impaired.

These may include:

* medical professionals
* vision specialists
* government entities including the tribes
* culturally, socially and environmentally-focused nonprofit organizations
1. Build a culture of continuous learning through education and development of staff, board, volunteers and donors.
2. Practice our core values of inclusivity, uncompromising respect and integrity to sustain a welcoming and engaging environment for all.
3. Recruit and retain staff and board with diverse talents, life experiences and perspectives to enhance the scope, accessibility and influence of the Council.
4. Ensure evidence-based practices in programs and services through needs assessment, collection and maintenance of data and effective follow-up.
5. Utilize our experience with blindness/low vision to improve outreach.
6. Build diversified revenue streams while maintaining fiscally responsible resource management.



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 **Madison, WI 53703**

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**COUNCIL BOARD OF DIRECTORS** **JOB DESCRIPTION**

1. General Information

The Wisconsin Council of the Blind & Visually Impaired is a private, state-wide, nonprofit organization based in Madison, Wisconsin. The primary responsibility of the board member is to support the work of the Council and provide mission-based leadership and strategic direction through advising, governing and overseeing policy. The board member’s leadership in promoting the Council and working in partnership with the Executive Director to support the mission is both critical and expected. This is an unpaid position. Reasonable reimbursement will be made for the cost of lodging, transportation, and meals while performing this job.

 II. Responsibilities to the Council

A. Attend scheduled meetings during the year.

B. Review all material distributed prior to the scheduled meeting.

C. Participate in the Council's activities.

D. Serve on at least one committee.

E. Act as an advocate by helping to educate the community about the Council's mission, strategies, goals, and programs.

F. Complete assigned tasks within a reasonable amount of time.

G. Assist in recruitment and orientation for new Board members.

H. Make a financial donation to the best of your ability.

III. Duties of Board Members

A. Establish and monitor policies for the Council.

B. Approve and monitor the Council's goals and budget.

C. Review and approve any recommended Article or By-Law change.

D. Participate, monitor, and oversee the programs of the Council.

E. Oversee management of the Council's resources.

F. Select, appoint, evaluate, and, if necessary, dismiss the Executive Director.

IV. Qualifications

Meet the legal definition of blindness as outlined in Article 10, Section 10:1:1 of the Articles of Incorporation: Persons who are legal residents of Wisconsin (1) whose central visual acuity does not exceed 20/70 in the better eye, with best correction; or (2) whose visual acuity, if better than 20/70, has a limit to the field of vision to such a degree that its widest diameter subtends an angle no greater than 20 degrees, or (3.) who have direct and real life connection with people who are blind or visually impaired and don’t meet the prior stated visual limitation listed in (1.) or (2.) are eligible to serve as members of the Council. At no time should the number of individuals from category (3.) exceed three persons.

1. Section 10:1:2: No employee or immediate family member, as defined in the Council's Employee Handbook, may serve on the Board of Directors.
2. Communicate effectively with staff, Council members, and others.
3. Have knowledge of programs and services of the Council.
4. Actively contribute to the direction of the Council.