



National Court Reporters Foundation Board of Trustees NOMINATION FORM

Deadline: January 8, 2010

The National Court Reporters Foundation (NCRF) was established in 1980, and has served the court reporting profession proudly over the last 28 years. Its mission is as follows: *The National Court Reporters Foundation supports the court reporting and captioning professions through philanthropic activities funded through charitable contributions.*

The Foundation seeks nominees for its Board of Trustees. Eligibility is open to all NCRA members in addition to members of the public. Serving as an elected leader of any organization usually requires a commitment of time, skills and resources. These commitments are especially important for a foundation leader who, in addition to deciding policy and supporting the overall mission, must be willing to personally donate financially and to help with the fundraising programs. Foundation volunteers have a philanthropic spirit and high energy that are channeled to better the organization that they represent. NCRF is looking for energetic, accomplished, and philanthropic leaders who are willing to commit to helping NCRF meet its mandates of raising funds to promote philanthropic endeavors.

Expectations for board service include, but are not limited to, the following:

- Willingness to fund raise and to donate within his/her abilities with a minimum target of \$1,000 annually; may be paid personally or come from donations made by others in support of a Trustee's obligation.
- Willingness to utilize his or her networks in order to help establish strategic alliances and solicit candidates for board service.
- Willingness to commit time to the Foundation, including attendance at board meetings.
- Prepared to exhibit leadership qualities, and willingness to participate as an independent thinker and team player.
- Previous experience on a board.
- Possession of requisite skills as might be needed from time to time.
- Advise the Foundation Board on policy direction and adherence to the mission.
- Participate as needed in the work of the Foundation.

NCRF generally meets in person twice a year, in late-July or early-August in conjunction with the National Court Reporters Association annual convention, and the following February or March in the Tysons Corner, VA area. For information about NCRF activities, please visit the Foundation's website at <http://www.ncraonline.org/foundation/index.shtml>, or contact B. J. Shorak, Deputy Executive Director, NCRF, on 800/272-6272, ext. 126, or by e-mail at bjshorak@ncrahq.org.



NCRF BOARD OF TRUSTEES NOMINATION FORM

Complete all information requested below and
mail form to NCRF Nominating Committee,
8224 Old Courthouse Road, Vienna, VA, 22182-3808,
or fax to 703/556-6291,
or e-mail to MSIC@ncrahq.org.
DEADLINE: January 8, 2010

Name of Nominee: _____

Preferred Mailing Address:

City: _____ State: _____ Zip: _____

Office Phone: (____) _____ Home Phone: (____) _____

Cell Phone: (____) _____ Fax: (____) _____

Email: _____

Job Title: _____

Employer: _____

Are you a current NCRA member? Yes ID#: _____ No

REQUIRED: ATTACH THE CANDIDATE'S RESUME TO THE NOMINATION FORM.

You may attach a separate sheet, if needed, to fully respond to the sections below:

Commitment to the mission: Please describe your experience relevant to the Foundation's mission of supporting the court reporting and captioning professions through philanthropic activities funded through charitable contributions.

Expertise: The National Court Reporters Foundation is an inclusive organization and seeks individuals with varied experiences and alliances. Please describe your experience or expertise

relevant to foundation or board service, philanthropic endeavors, or fundraising projects (including organizations, positions held, programs or achievements) that support your consideration as a potential Trustee. (If this is described in your resume, no need to duplicate details below.)

Fundraising: Fundraising is one of the most important responsibilities of any foundation board. The board must show its support before asking others. Are you willing to commit your time and resources within your best abilities?

Additional Comments: Please feel free to add any other comments below.

NOTE: Be sure to attach a resume or biographical sketch along with any other background materials (letters of recommendation, testimonials, etc.) that may be helpful in supporting this nomination.

DEADLINE JANUARY 8, 2010

Return this form Attn. NCRF Nominating Committee, 8224 Old Courthouse Road, Vienna, VA, 22182-3808, or Fax to NCRF at 703/556-6291, or E-mail to MSIC@ncrahq.org.