

2012 Call for Nominations

Team DC Board

Team DC is seeking nominations for 2012 board positions. The purpose of Team DC is to educate the community about and support involvement in team and individual sports within the Lesbian, Gay, Bisexual and Transgender (LGBT) and broader community in the greater Washington, DC metropolitan area.

Eleven board positions will comprise the governing body, each with two year terms. To create a staggered election cycle, select positions in 2012 only, will have a term of one year only.

Team DC values diversity and, in particular, gender equity in filling vacant positions. Those interested in applying for a position on the Board should submit a current resume or letter of interest to president@teamd.org.

Executive Committee:

- **President** – Responsible for organization development and convening Executive Council meetings and the Annual Meeting. Ensures the timely distribution of meeting notices, agendas, and minutes. Oversees the custody of corporate records, including the bylaws and Articles of Incorporation. Serves as primary liaison with Team DC committees and task forces appointed by the Executive Council. Serves as Team DC's primary spokesperson and 1 of 2 representatives to the Federation of Gay Games (FGG).
- **Vice President *** – Responsible for ensuring strong relations with all Team DC-affiliated sports groups. Serves as chair of the Sports Council and convenes its quarterly meetings. Serves as Team DC's primary communication liaison with representatives of all affiliated sports groups.
- **Secretary/Communications** – Responsible for maintaining all official documentation and communication with individual and team/sports membership. Maintains database of Team DC-affiliated teams, their key representatives and their contact information and manages Sports Gram subscriptions.
- **Treasurer *** – Responsible for all financial matters. Oversees all funds, investments, and bank accounts. Develops annual budget proposal, monitors organization's operating budget, and presents financial status reports. Administers and upholds the organization's financial policies and controls. Facilitates annual audits. Ensures compliance with IRS tax requirements.

At Large Positions:

- **Night Out Series *** – Chair the Night Out Series committee, working with all individual Night Out events and manage established agreements with partnering organizations and teams/clubs.
- **Fundraising & Sponsorship *** – Responsible for developing and maintaining all funding sources, such as fund-raising events, sponsorships, grants, donations, merchandising, affinity programs, and dues.
- **Outreach** – Coordinates Team DC presence at recruitment/pride events, supports new team development, promotes scholarship program and chairs the Champions Awards committee.
- **Social Media *** – Responsible for maintaining social media outlets (i.e. Facebook & Twitter) and website content. Work with Media Sponsor to manage sports teams/clubs participation in outlined advertising benefits.
- **Marketing** – Responsible for advertising materials through print media, work with Media Sponsor to manage sports teams/clubs participation in outlined contracted benefits.
- **Scholarship** – Responsible for chairing a committee and assisting where available in all Team DC signature events and activities.
- **Events *** – Work to establish successful event committees, maintain relationships with event hosts and locations.

* These positions have been selected as a one year term in 2012 only. Beginning in 2013 they will change to two year terms to create a staggered election cycle.

Standing Committees:

Board Members are expected to serve on at least one of the following committees:

- **Communications** (Social Marketing, Website, Outreach/Advertising)
- **Development** (Events, Night OUTs, Sponsorships)
- **Sports Council** (Vice-President, Team Development)
- **Finance** (Treasurer, Scholarship)
- **Executive Committee** (President, Vice-President, Treasurer, Secretary)

Duties of the Team DC Board include, but are not limited to:

- Attendance at all Board Meetings.
- Attendance at all fundraisers and events.
- Leadership with the specific portfolio of assigned work duties.
- Supervision of staff.

Event Committees:

Sports Council representatives are appointed by his/her respective team/club and are required to attend quarterly Sports Council meetings, share information between teams/clubs and are asked to volunteer for at least one event committee assignment for the year. Some committees may include, but are not limited to the following:

- **Night Out Series**
- **Fashion Show**
- **Sports Fest**
- **Champions Awards**
- **Casino Nights**
- **Holiday Social**

Eligibility for Team DC Board Positions:

Must be a member of a Team DC-affiliated sports team or club. Cannot simultaneously hold a representative position on Team DC's Sports Council of an affiliated sports team/club.

Nomination & Election Process:

To be included in candidate packet, **nominations are due via email by January 20, 2012, to Team DC President, president@teamdc.org**. Specify candidate's name and position for which he/she is running, including a brief bio/resume highlighting sports and leadership experience.

Elections will take place during Team DC's 2012 Annual Meeting on **Saturday, January 28th, 11:00 am to 1:00 pm**.