



Fort Cavazos Family Scholarship Fund

PO BOX 5299 Fort Cavazos, TX 76544

www.fortcavazos scholarship.org

president@fortcavazos scholarship.org

Board President

The Board is looking for an engaging leader who is passionate about supporting educational opportunities for dependents of Active-Duty service members and retirees. Ideal candidates have experience on non-profit boards; experience on scholarship boards or with scholarship giving processes; the ability to recruit members and plan and facilitate meetings; and speak to groups on behalf of The Fund. The expected average time commitment for the Board President is 5-7 hours per month.

Note: Board Members may not apply or have any family member apply for a scholarship while serving on the Board.

The President shall:

- a. Preside at all meetings, seeing to it that all business is carried out in accordance with the Constitution and Bylaws.
- b. Exercise general supervision over The Fund.
- c. Act as a liaison between the schools, civilian/military community and The Fund.
- d. Oversee responses to phone calls and e-mail communication to The Fund.
- e. Appoint committees as needed.
- f. Conduct a vote by in-person show of hands, telephone or electronic media as outlined in Article V, Section 5 of the Constitution.
- g. Vote in the case of a tie.
- h. Call Special Meetings as needed.
- i. Designate, with the approval of the Executive Board, an appropriate date and place to conduct a scholarship awards reception.
- j. Provide a report of all activities within his/her scope of responsibility at each Executive Board meeting.