



Board of Directors & Advisory Board

2023 Application Form

Thank you for your interest in serving on Autism Society Acadiana's
Board of Directors or Advisory Board

1. Carefully read the entire application. Please pay close attention to the background, mission, and expectations that are listed. If you are applying for a Board of Directors position, please complete pages 1, 2, 3, and Appendix A. If you are applying for an Advisory Board position, please complete pages 1, 2, 3, and Appendix B.
2. Please return your completed application to Autism Society Acadiana by:
Email: application@acadianautism.org

To be considered, we must have your application in hand no later than
September 30, 2023 at 11:59 pm (central).

Only completed applications will be considered. Applicants will be interviewed by the current Board of Directors. Interviews will take place **by appointment.**

If selected, your first Board of Directors meeting will be on
Saturday October 28, 2023 at 10:00 am followed by a mandatory orientation from 12:00-2:00.

<i>Applicant Name</i>	
<i>Physical Address</i>	
<i>City</i>	
<i>State</i>	
<i>Zip Code</i>	
<i>Phone Number</i>	
<i>Email Address</i>	
<i>Date Submitted</i>	

Employment Experience:

List in chronological order beginning with your current or most recent position. Please spell out complete names. Please do not use abbreviations or acronyms.

Position or Title	
Organizations Name	
Start Date	
End Date	

Position or Title	
Organizations Name	
Start Date	
End Date	

Position or Title	
Organizations Name	
Start Date	
End Date	

Position or Title	
Organizations Name	
Start Date	
End Date	

Please **email** your resume along with this completed document to:

applications@acadianautism.org

Subject: Board Application

Or

Subject: Advisory Board Application

Volunteer Experience:

Please list your most recent volunteer experiences, including those with organizations other than Autism Society Acadiana. Please use the complete name of the organization rather than an abbreviation or an acronym.

Position or Title	
Organizations Name	
Start Date	
End Date	

Position or Title	
Organizations Name	
Start Date	
End Date	

Position or Title	
Organizations Name	
Start Date	
End Date	

Educational Background:

Please list your highest level of education beginning with the most recent.

Institution Name	
Degree/Field	
Start Date	
End Date	

Institution Name	
Degree/Field	
Start Date	
End Date	

Significant Honors, Awards, Special Recognitions:

Please use complete names rather than abbreviations or acronyms.

Organization	
Honor/Award	
Year Awarded	

Organization	
Honor/Award	
Year Awarded	

Organization	
Honor/Award	
Year Awarded	

Applicant Self-Evaluation:

Please answer the following questions to show how your training and experiences would benefit **Autism Society Acadiana** as a member of our **Board of Directors** or our **Advisory Board**.

- | | Yes | No |
|---|--------------------------|--------------------------|
| 1. Are you a member of the Autism Society? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Are you familiar with autism? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. If so, how did you gain your knowledge about autism? | | |

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4. How would Autism Society Acadiana's Board of Directors benefit from your participation as a board member? Please include detailed information about the following:

a. Governance Skills

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b. Fundraising Experience

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c. Teamwork Skills

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d. Leadership Skills

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e. Experience in reaching out to diverse populations.

Finally, What other non-profit boards have you served on or currently have a position on?

About Autism Society Acadiana

The Acadiana Chapter is a regional affiliate of the National Autism Society (www.autism-society.org) serving over 1500 households and members within the parishes of Lafayette, Acadiana, Evangeline, St. Landry, Iberia, St. Martin, and Vermilion.

Autism Society Acadiana along with dedicated staff, professionals, and a national network of affiliates and volunteers, work hard every day to carry out the organization's mission. Each person is filled with passion, empathy, drive, and determination to build an inclusive society and create more opportunities for Autistic individuals to live a connected, quality life. Our chapter is proud to work with Autistic individuals across our governance board and community to create connections to resources, advocacy, and to each other.

In 1985, a small group of parents of Autistic children, health care professionals and teachers founded an organization to provide support, guidance and other resources to local Autistic individuals and their families. That organization is now referred to as Autism Society Acadiana. Our focus is on support, education, community, advocacy, and information and referrals.

Mission: Our mission is to create connections, empowering everyone in the Autism community with the resources needed to live fully.

Options Policy: We firmly believe that no single type of program or service will fill the needs of every individual with autism and that each person should have access to support services. Selection of a program, service or method of treatment should be on the basis of a full assessment of each person's abilities, needs and interests.

Services: Everyone deserves to live fully. At the core of Autism Society Acadiana's work, is our goal to influence meaningful change in support of the Autism community.

Support Groups managed by Autism Society Acadiana

- Lafayette Parish based support group that is open to all parishes
- Iberia Parish based support group that is open to all parishes
- Just 4 Moms
- S.T.A.R.S. (Siblings Talking About Real Stuff)
- J.F.A.D. (Just for Autism Dads)
 - Non-Affiliated Support Group Supported by Acadiana Autism Society
 - M.A.T. (Managing Asperger's Together)

Current Programming

- LEDA Disability Job Fair Partnership
- Law Enforcement and First Responder Autism Related Informational Training Seminars
- Participation in Community Resource Fairs
- Water Safety Training
- Adult/Teen Cooking Classes
- Functional Life Skills Classes

Member Givebacks

- Annual Swim Party
- Member's Picnic
- Christmas Celebration
- Trunk-R-Treat
- Autism Acceptance Member's Celebration

Member Led Programming:

- Podcast
- Self-Help YouTube Channel

Stipend/Grant Opportunities:

- Members Stipend/Grant Program
- Teacher/Professional Grant Program

Fundraising Events:

- Bowling for Autism
- Egg Your Yard
- Autism Acceptance Jean Day Fundraiser

Everyone's story is different.

The experience of Autism is not one thing. It is many things. It's dreams, talents, relationships, victories, hurdles, and everything in between.

The connection between those experiences is you.--- Autism Society Nationals



Appendix A

Board of Directors

Performance expectations of you, the individual as a potential board member

Each Board member of our organization affirms the expectations outlined here and strives to perform accordingly. We treat all Board members the same when it comes to these expectations. These expectations are clearly articulated during the recruitment process. We accept the candidate as a nominee or appointee only after she/he has agreed to fulfill these expectations. And, by accepting nomination or appointment, the individual confirms that this board service is one of his / her top volunteer and giving commitments.

Term of Office

Each officer/director may serve a maximum of three (3) consecutive two (2) year terms. Limitations: An individual may serve as both, a director and officer, but shall not exceed six (6) consecutive years total.

Specific performance expectations are:

1. Believe in and be an active advocate and ambassador for the values, mission and vision of the organization.
2. Participation in group processes, e.g., meeting preparation and performance
 - **All Board Members must attend at minimum 2 of 4 Quarterly Board Meetings. Prepare for these meetings by reviewing materials and bringing materials to meetings.**
 - **All Board Members must maintain an “active status”. Active status consists of attending/participating in at least 6 ASA sponsored events/activities in a 12-month period. This does not include the board meetings nor the Bowling for Autism Fundraiser and the Egg Your Yard Fundraiser.**
 - Act in a way that contributes to the effective operation of the Board – work with fellow Board members and staff to assure that the Board and its committees function as smoothly and purposefully.
 - Focus on the good of the organization, independent of personal agenda, self-interest, or influence of others.
 - Support the organization’s policies and procedures for conducting business.
 - Maintain confidentiality of all work unless authorized otherwise.
 - Support Board decisions once these are made.
 - Help build a good culture.
 - Use conversation as a core business practice, asking strategic questions and participating in dialogue.
 - Be available to serve on committees. **Each Board Member must serve as chair for least 1 event.** You will be assigned your event upon acceptance to the board. This will including working with staff to write a grant for your event.
 - Inform the Board of Directors of any potential conflicts of interest, whether real or perceived, and abide by the decision of the Board related to the situation.
 - Respect the authority of the Board President and positions of the staff; and, adhere to the limitations of the Board, its committees and individual Board members.

3. Personal development

- Keep informed about the organization, its issues, and its connection to the community through active participation within the organization and outreach outside the organization.
- Participate in professional development opportunities to strengthen board governance and advance the organization's effectiveness through learning. Participate in appraisal of own performance and others, as called upon.

4. Individual leadership acts outside board and committee meetings

- Promote a culture of philanthropy.
- **Board Members must participate in and/or support ALL fundraising efforts given by our organization.** Specifically:
 - Contribute to the best of your personal ability. If the organization launches a special campaign try your hardest to make it a success.
 - Participate in fundraising by taking on various tasks tailored to your comfort and skills.
- As appropriate, use personal and professional contacts and expertise to benefit the organization, without compromising ethics or trespassing on relationships.

I have read and taken into account the commitment required to execute the listed expectations.



Applicants Printed Name: _____

Applicant's Signature: _____

Date Signed: _____

Please email this and an attached resume to

applications@acadianautism.org

Subject: Board Application

Appendix B

Advisory Board

Description

The Advisory Board was put in place to further the mission and purpose of Autism Society Acadiana. It is used as a vehicle to gain advice and assistance from persons with a specific knowledge or skill set to foster the support for the programs and services of the chapter. The mission and organizational structure of the Advisory Board are consistent with the mission of the Board of Directors. Advisory Board members are encouraged but not required to attend Board Meeting, join committees, and chair committees along with the Board of Directors. **One distinct difference is that Advisory Board members do not have voting privileges during voting procedures.**

Term of Office

Advisory Board members must be current members of Autism Society Acadiana. Each year, the Board of Directors will evaluate each Advisory Board member. The Board of Directors will vote on whether to invite the Advisory Board member back for an additional term. No maximum term is specified as set forth in the bylaws. Each member may serve as long as invited by the Board of Directors. An Advisory Board member may resign from their position at any time.

Specific performance expectations:

- Believe in and be an active advocate and ambassador for the values, mission and vision of the organization.
- Act in a way that contributes to the effective operation of the Board – work with Board members and staff to assure that the Board and its committees function smoothly and purposefully.
- Focus on the good of the organization, independent of personal agenda, self-interest, or influence of others.
- Support the organization's policies and procedures for conducting business.
- Maintain confidentiality of all work unless authorized otherwise.
- Support Board decisions once these are made.
- Help build a good culture.
- Use conversation as a core business practice, asking strategic questions and participating in dialogue.
- Inform the Board of Directors of any potential conflicts of interest, whether real or perceived, and abide by the decision of the Board related to the situation.
- Respect the authority of the Board President and positions of the staff; and, adhere to the limitations of the Board, its committees and individual Board members.

I have read and taken into account the commitment required to execute the listed expectations.

Applicants Printed Name: _____

Applicant's Signature: _____

Date Signed: _____

Please email this and an attached resume to applications@acadianautism.org

Subject: Advisory Board Application