Biodata Form

Thank you for considering taking on a position. We welcome and mentor volunteers. If you are not interested in an elected position, please let us know as there are appointed volunteer leadership roles as well.

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Membership #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City, State, Zip\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Component\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Licensure Status\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Current professional position\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***POSITION YOU SEEK***

**ELECTED OFFICE**

\_\_\_\_\_ President Elect

\_\_\_\_\_ Vice President

\_\_\_\_\_ Treasurer (2-year term)

\_\_\_\_\_\_ Recording Secretary

\_\_\_\_\_ Speaker of the House (2-year term)

\_\_\_\_\_ Alternate Speaker of the House

\_\_\_\_\_\_ ADHA Delegates

\_\_\_\_\_\_ VDHA Foundation Secretary (elected in even years) and Treasurer (elected in odd years). Both positions are 2-year terms

Please attach, in an email, the following items with this Biodata Form:

1. Copy of current dental hygiene license.
2. In no more than a one-page Word document, create a brief resume which includes the following information in this order:
   1. Education
   2. Professional Experience (Private Practice, Education, Managed Care)
   3. Association Experience (Component, Constituent & National)
   4. Related Experience (Liaison Activities, Legislative Activities, Fundraising)
   5. Honors/Recognition
3. Referencing the *Universal Skill Sets for VDHA Leadership Roles*, please answer each of the following 3 questions in no more than 2-3 sentences:
   1. What motivates you to become a board member?
   2. Why would you be a good fit to serve in this position?
   3. What do you feel is essential to ensure that the board and staff are successful in attaining the goals for this organization?
4. **SELF EVALUATION**

|  |  |  |
| --- | --- | --- |
| **What skills and knowledge are you willing to bring to our board? Please indicate your experience in the following areas.** | **Rate 1-3, with 3 being very experienced, 2 some experience, and 1 being little to no experience.** | **If you listed 3's in any categories, please provide an example of how you gained this experience.** |
| **Fundraising** |  |  |
| **Board Development (recruitment, training, evaluation)** |  |  |
| **Program Planning and Evaluation (trainings, outreach)** |  |  |
| **Financial management and control (budgeting, accounting)** |  |  |
| **Public Policy, legislative advocacy** |  |  |
| **Communication, Public and Media Relations** |  |  |
| **Public Speaking** |  |  |
| **Strategic Planning** |  |  |
| **Information Technology (website, listserv, etc)** |  |  |
| **Special Events (planning and implementing)** |  |  |

I understand that any VDHA position indicates a substantial personal commitment as well as willingness to represent VDHA’s missions, goals, and policies. I assume responsibility for updating VDHA of any changes in the information submitted. I understand that I will be required to sign the *VDHA Rules of Conduct Form*. **Only VDHA Members are eligible.**