

## **The People's Music School**

### **Associate Board Application**

Thank you for your interest in The People's Music School Associate Board. Please complete and return the following pages in a single email to the Associate Board Chair, Yasmine Gordon ([yasminegordon97@gmail.com](mailto:yasminegordon97@gmail.com)) and TPMS Director of Individual Giving, Jennifer Riskind ([wes.woodward@peoplesmusicsschool.org](mailto:wes.woodward@peoplesmusicsschool.org)).

1. Associate Board Application
2. Current Resume

If you have any questions, please feel free to contact Yasmine or Wes.

## Associate Board Members Guidelines

### Associate Board Mission

The People's Music School associate board is dedicated to supporting the mission, vision, and values of The People's Music School. The purpose of the associate board is:

1. to raise funds to support TPMS' services;
2. increase awareness of TPMS in its members' social and business networks and communities
3. create an environment for young professionals too deepen their understanding of issues in their community; and
4. gain experience in nonprofit governance and fundraising

As a member of the Associate Board, you will have a responsibility to represent TPMS as a volunteer in a positive light.

- Members should have a personal connection to TPMS' mission and be eager to fundraise in their social and professional circles for TPMS' cause
- Members will have regular informal and formal opportunities to develop professional and build connection with board and staff members

### Preferred Qualifications

1. Minimum of 2 years business experience (or relevant professional/postgraduate experience).
2. Demonstrated commitment to philanthropy through volunteering and/or fundraising

### Membership Expectations

- Attend 75% of AB meetings annually (all quarterly meetings and 2 of 4 interim meetings)
- Participate in 2 volunteer opportunities annually (e.g., senior send-off set up, winter recital greeting)
- Attend one major annual event (i.e., Big Night, Performapaloozathon)
- Attend at least two recitals or performances annually
- Serve in a leadership or committee capacity for at least one AB sponsored fundraising event annually
- Members should uphold the values of TPMS (excellence, creativity, community, opportunity, and hard work) and at all times maintain a high level of respect, dignity, and acceptance for each other and the broader TPMS community
- Continue cultivation and solicitation of donors and supporters of People's (i.e., share news and giving opportunities on LinkedIn, consider People's for entertainment at work events or social gatherings, recruit new members for the Associate Board)

**Governance Expectations**

1. Know the mission, vision, strategic plan, and goals of the Associate Board.
2. Understand the strengths and needs of TPMS.
3. Act in the best interest of TPMS by excusing oneself from discussion where there is a conflict of interest and confirm respect for TPMS by maintaining confidentiality and not communicating information of a sensitive nature.
4. Uphold the values of TPMS (Excellence, creativity, community, opportunity, hard work) and at all times maintain a high level of respect, dignity, and acceptance to each other and the broader TPMS community.

**Fundraising Expectations**

1. Willingness to utilize personal and professional networks to support the Associate Board's fundraising goals.
2. Commit to an annual "give/get" of \$1,000 per Associate Board member, per year. The annual \$1,000 goal can be achieved through a variety of means, and the Leadership Team approaches this target constructively and with flexibility.
3. There are many paths to \$1,000 beyond writing a check. Examples include:
  - a. Obtain event sponsorship by employer
  - b. Solicit auction item donations for big night
  - c. Secure donations of food and beverages for events from local businesses
  - d. Personalized solicitation of your network (e.g., Facebook birthday fundraiser)

## Application

### Demographic Information

Name:	
Mobile Phone:	
Email:	
Address:	
Employer:	
Role:	

### Prior/Planned TPMS Associate Board or Volunteer Experience

\*feel free to copy and paste as many as necessary

Event:	
Dates of Service:	
Type of Service	Volunteered <input type="checkbox"/> Secured Donation(s) <input type="checkbox"/> Attended <input type="checkbox"/>
Description of Involvement:	

### TPMS Affiliation

How were you referred to the TPMS Associate Board?
Please describe your prior experience with TPMS, if applicable.
Why would you like to be involved with the TPMS Associate Board?

Please describe any previous fundraising experience or your ability to generation donations in support of TPMS.

**Overview of Functional Experience (expand on all that apply)**

Event Planning:	
Fundraising:	
Recruitment & Engagement:	
Communication & Technology Marketing:	

Is there anything else you would like to highlight to us that might help us work well together on the Associate Board?

Thank you for your interest and support to date. We look forward to completing the application process with you in the coming weeks.

By signing your name below, you are indicating that you have read and understand the Member Guidelines included with this package.

\_\_\_\_\_  
Signature