



Hawbridge Board of Directors Application – 2023

All application submissions must be received by April 14, 2023.

The Hawbridge School is a tuition-free public charter school located next to the Haw River in Saxapahaw, NC. Hawbridge currently serves students in grades K-12, providing student-centered education with an emphasis on place-based learning, environmental stewardship, and the arts.

The Hawbridge Board of Directors is responsible for the financial health of the school, for supervision and support of the school directors, for collaboratively creating and maintaining school policies with input from school administrators, and for maintaining the mission of the school. Our board is composed of 7 to 9 members and is dedicated to building a diverse learning community committed to inclusiveness, mutual respect, personal attention, exploration, and engagement.

It is worth noting that the Hawbridge Board of Directors does not manage the day-to-day operations and activities of the school, which fall under the purview of the school administrators and faculty.

The Hawbridge Board works closely together on important and sometimes difficult issues to help guide and lead the school. We expect all board members to have a passion for education, a willingness to engage fully in conversations and to consider all viewpoints, a focus on the holistic well-being of the school, a willingness to listen to the concerns and interests of community members, an ability to work as a team to solve problems and address issues, and a sensitive and discretionary approach in confidential matters. Additionally, it is vitally important that all board members be committed to collaborative leadership and shared decision-making.

Service on the Hawbridge Board involves a serious time commitment. The monthly board meetings are open to the public, typically from 6 p.m. to 9 p.m., either in-person or via video conference. In addition to the regular

board meetings, board members also convene if an immediate need arises and as a function of participation on subcommittees. For information on current board subcommittees, please visit the [board webpage](#). A daily check of Hawbridge email is often needed as we respond to unanticipated issues. New board members are also required to complete approximately 16 hours of orientation and training in July prior to the start of the school year in order to familiarize themselves with procedures and guidelines of board service. New members are assigned a mentor from the current board to establish on-boarding and orientation details.

Board terms are for three years, from July 1 of the year selected through June 30 of year three. During the 2023 selection process we will be filling three full term positions in addition to one partial term position (one year of service). Although not required, we strongly suggest that applicants attend a monthly board meeting prior to the selection of new members in June in order to gain a better understanding of the board member role and of our procedures.

Application Requirements: For your application, please answer the questions below. Please also submit a **cover letter** or **résumé** (no longer than two pages) that highlights your interest, experience, and skills that would contribute to the work of the board. Names of up to three personal and/or professional **references** are recommended, but not required. Submissions may be electronic (Word or PDF), handwritten, or by video, and must be received by April 14, 2023.

Handwritten version – Print, complete, and mail to the Board Selection Committee Chair: Renee Lynch, c/o The Hawbridge School, PO Box 40, Saxapahaw, NC 27340

Electronic version or video – Download, complete, and email to the Board Selection Committee Chair, Renee Lynch: rlynch@hawbridgeschool.org

Eligibility Requirements: In order to be nominated to serve on the Hawbridge Board of Directors, applicants must meet the following requirements:

- Ability to pass a background check in accordance with school volunteer guidelines
- Be at least twenty-one (21) years of age
- Cannot be a current employee of The Hawbridge School
- Cannot be the spouse, domestic partner, or significant other of an employee of The Hawbridge School
- A Hawbridge student may not have more than one parent on the board at a time.

Statement: I certify that I meet the requirements above and commit to upholding the charter and mission of The Hawbridge School.

<http://thehawbridgeschool.org/mission-vision/>

Signature: _____

Date: _____

Name: _____

[If Hawbridge parent] I currently have children in the following grades:

K 1 2 3 4 5 6 7 8 9 10 11 12

[If prospective Hawbridge parent] I intend to apply for the following grades for my children:

K 1 2 3 4 5 6 7 8 9 10 11 12

I have attended a Hawbridge Board meeting in the past:

Y / N

Please answer the following questions.

1. Describe your relationship with The Hawbridge School and/or Saxapahaw. You may include any volunteer experience you have with the school and/or other activities demonstrating your commitment and connection to Hawbridge and its surrounding community.

2. List other related professional, volunteer, and/or governing board experience.

3. What interests, strengths, talents, contributions, expertise, and/or skills would you bring to your service on the board? In 2023, we are especially seeking new members with experience in the following areas:

- Board experience/organizational leadership
- Business and marketing
- Collaborative leadership
- Communications and public relations
- Community building and environmental stewardship
- Finance
- Fundraising and grant writing
- Human resources
- Justice, Equity, Diversity, & Inclusivity
- Legal expertise
- Public education
- Strategic planning

If you have experience in any of the above areas, please describe it in detail and how it might benefit the Hawbridge Board.

4. Describe your vision of Hawbridge's future, not only during your three-year tenure on the board, but also your long-term hopes and goals for the school.

5. The Hawbridge Board officers include Chair, Vice Chair, Treasurer, and Secretary. Each board subcommittee also has a Chair position. Keeping your own skill set in mind, is there a particular seat in which you would be willing to serve? If so, please describe the skills, traits, and/or experience you possess that make you a particularly good candidate for such position(s).

6. Explain what the Hawbridge mission means to you.

<http://thehawbridgeschool.org/mission-vision/>

7. Why would you like to serve on the Hawbridge Board?