

Our Vision: A Washington State free of language and cultural barriers for all residents, no matter where they live or what language they speak, served by high-quality language assistance services.

Information and Application for Serving on the WASHINGTON STATE COALITION FOR LANGUAGE ACCESS (WASCLA) BOARD OF DIRECTORS

Greetings! The WASCLA Elections Committee is seeking candidates to apply for open positions on the WASCLA Board of Directors, for terms to begin on January 1, 2021. **Applications are due no later than Sunday, December 6, 2020.**

About WASCLA:

WASCLA is a 501(c)(3) education and advocacy organization dedicated to eliminating language barriers to essential services through collaborative efforts. WASCLA brings people together from diverse fields (healthcare, legal, educational, social services, emergency response, government, and law enforcement, and more)--including community members, advocates, service providers, policy makers, interpreters and translators--to work on solutions.

As a multidisciplinary organization run by a team of volunteers, we work at the policy level to carry out our mission, aiming not just to identify problems, but to provide education on language access responsibilities and service implementation, and to work towards meaningful solutions that meet community needs. WASCLA's Summit is the state's only annual conference dedicated to language access, and it brings together people from diverse backgrounds with a common desire to improve language services in Washington. We are actively involved in education and advocacy efforts across service sectors, and provide policy analysis on language access in general. Our work is needed now more than ever in the current political climate, and requests for WASCLA's services are ever increasing.

Why Join the Board?

WASCLA Board members both serve and lead the organization, sharing their skills and expertise help WASCLA make a real difference in ensuring that our state is a place where all can thrive. Washington's strengths are rooted in our increasingly diverse population, but challenges facing refugees and immigrants mean that WASCLA's work is more important than ever. WASCLA also works to ensure inclusion of Deaf and DeafBlind communities in essential programs and services.

Board members work with some of the leading state and national language access and policy experts, and have an important impact on the availability of communication services in Washington State and beyond. Board service also offers an opportunity for individual professional growth.

Specific Duties of Board Members:

WASCLA is currently run by an all-volunteer, working Board that carries out the day-to-day operations of the organization, combining work in topic areas with building capacity towards WASCLA's goals. Board responsibilities include:

- strategic planning
- ensuring that WASCLA is in compliance with all legal requirements
- approving and implementing WASCLA's annual objectives and work plan
- ensuring WASCLA's financial health, including participating in fundraising
- conducting education and advocacy programs
- evaluating and commenting on language access policy, services, and programs
- organizing the annual WASCLA Summit
- hosting WASCLA's monthly language access update conference call
- representing WASCLA in the community

Members of WASCLA's Board of Directors are involved in projects and committees according to organizational and community needs and their individual interests. Each board member is responsible for taking the lead on one major organizational function, and for participating in general board activities. We welcome all candidates who are able to share their skills, knowledge, passion, and time to help WASCLA succeed and thrive. Along with expertise related to language access, WASCLA seeks board members with experience in nonprofit management, fundraising, communications, technology, volunteer coordination, and other operational areas.

Time Commitment:

A WASCLA board member's time commitment is, on average, 10 hours per month. Board meetings are held at least bimonthly by phone and/or in-person, with committee meetings and online communications as needed. Internal meetings are typically held on evenings or weekends, and all board members should have at least some availability for WASCLA work during standard business hours on weekdays. All Board members participate in the monthly Language Access Update calls and in organizing the annual Language Access Summits.

Eligibility for Board of Directors:

Board members must be members of WASCLA. Currently, membership requires submitting your name for inclusion on our WASCLA email list and adhering to the WASCLA mission. If you regularly receive emails from the WASCLA group, then you are already considered a member of WASCLA. If you would like to join WASCLA, please email wascla.lep@gmail.com with the word MEMBERSHIP in the subject line, and a request to be added to the WASCLA distribution list.

Board members must commit to the WASCLA Board Member Agreement, which is included in the application packet for your review.

Term of Board Positions:

Board members serve for two-year terms. To ensure continuity and an efficient transition of the Board of Directors, WASCLA's Board serves staggered terms. The new board term begins January 1, 2021.

Election Procedure and Timeline:

WASCLA's Board of Directors reviews the applications submitted by interested candidates, including those of current members who wish to continue their Board service. Under the direction of the Elections Committee, Board members then vote by secret ballot. We anticipate that election results will be announced by December 18, 2020.

Our invitation to you:

Nominate Yourself: If you are interested in serving on WASCLA's board, the application process is easy. Interested candidates simply fill out the attached form and return it by **December 6, 2020** by sending it to wascla.lep@gmail.com, subject BOARD. Please consider submitting your name as an applicant for Board membership.

Nomination of Others: Suggestions for potential nominees are welcome; however, please do not nominate anyone without their approval. Instead, if you know of someone you think would be a good addition to WASCLA's Board, please share this announcement and encourage them to apply. If you have questions or want more information, please email us at wascla.lep@gmail.com with BOARD in the subject line, and a WASCLA Board member will contact you.

WASCLA Board of Directors Application Form

Name:

E-mail address:

Telephone:

- **Why do you want to join WASCLA's Board of Directors?**

- **How many years, and in what capacity, have you been involved with language access issues?**

- **Please describe any special skills or competency you think you will bring to the WASCLA Board of Directors, (i.e. grant writing experience, policy analysis and advocacy, public speaking, management, communications, fundraising, prior board service, etc.). What contribution could you see yourself making to the WASCLA board?**

- **New Board candidates only: please provide the name and contact information of a personal or professional reference.**

If you need additional space, please submit your answers on a separate sheet of paper and attach this form. Additionally, we welcome you to submit your resume to assist us in this process. **Return application to wascla.lep@gmail.com subject: BOARD, by December 6, 2020.**

Applicant Signature: _____ Date: _____

You may sign electronically by typing your name and the date, and sending this from your personal email account.