



525 Wall Street
Chico, CA 95928
(530)892-9600
(530)892-9609 (fax)

APPLICATION FOR WORKFORCE DEVELOPMENT BOARD MEMBERSHIP TO REPRESENT COMMUNITY-BASED ORGANIZATIONS

Membership Requirements:

In order to represent a ***community-based organization*** on the NoRTEC Workforce Development Board, the applicant must:

1. Be an active representative¹ of a community-based organization²; and
2. Provide service to some or all of the counties within NoRTEC's geographic area³; and
3. Be nominated by the Board of Directors or the Director of such an entity.

The nomination shall be in writing, and submitted to the NoRTEC Governing Board.

Applicant Name: _____

Job Title: _____

Entity Name: _____

Entity Address: _____

City/State/Zip: _____

Entity Phone/Fax: _____

¹ Employees of community-based organizations with decision making authority or members of the Board of Directors of a Community-Based Organization are eligible to represent this sector on the NoRTEC Workforce Development Board.

² A community-based organization is a private nonprofit organization that is representative of a community or a significant segment of a community and that has demonstrated expertise and effectiveness in addressing the employment needs of individuals with barriers to employment, including organizations serving veterans, individuals with disabilities, and WIOA eligible youth.

³ Counties within the geographic area of NoRTEC are: Butte, Del Norte, Lassen, Modoc, Nevada, Plumas, Shasta, Sierra, Siskiyou, Tehama, and Trinity.

Provide the Internal Revenue Code for the community-based organization you represent (i.e., 501(c)(3):

Are you a member of the Board of Directors of a WIOA Service Provider within NoRTEC?

YES

NO

If **YES**, what is the name of the entity?

Provide a brief description of the community-based organization you represent, the geographic area this entity represents/services, the type of programs services offered, and the target group(s) for these programs/services:

What additional areas of expertise or interest do you have that may be helpful to the Workforce Development Board? (This includes membership on other boards or service organizations.)

The NoRTEC Workforce Development Board meets four times a year, and a quorum of members must be present at each meeting in order to conduct business. The meetings are usually held in a central location (Oroville, Chico, Red Bluff, Anderson or Redding) on the following dates:

1. The fourth Thursday of January, from 10 am – 3 pm
2. The fourth Thursday of April, from 10 am – 3 pm
3. The fourth Thursday of August, from 10 am – 3 pm
4. The fourth Thursday of October from 10am – 3 pm

Will you be able to attend all four of these meetings each year? (We understand an occasional scheduling conflict or emergency will occur.)

YES

NO

Most of NoRTEC's business is conducted over the Internet via our website and e-mail, but we request contact information. Please provide the following:

County of Residence: _____

Mailing Address: _____

City/State/Zip: _____

Telephone: _____

E-mail⁴ Address: _____

Phone/Fax: _____

Is there additional information you think we need to know? If so, please provide it below:

⁴ The majority of NoRTEC business is conducted via e-mail and over the Internet. Please provide an e-mail address you check regularly.

I wish to be considered for appointment to the NoRTEC Workforce Development Board. All of the information contained in this application is true and complete to the best of my knowledge.

Signature of Applicant

Date

In addition to this application, an applicant must submit a nomination letter from the entity you represent.

To obtain an example of a nomination letter, to inquire about appropriate nominating entities in your area, or to submit an application, please contact:

Mail

Terrienne Brown
Assistant Director
NoRTEC
525 Wall Street
Chico, CA 95928
(530)892-9600, x203

E-Mail

Terrienne Brown
tbrown@ncen.org
(Pdf file or Word document)

Fax

Terrienne Brown
(530)892-9609