

MCCVB Committee Application

The Monterey County Convention and Visitors Bureau (MCCVB) is the official destination marketing organization for Monterey County, California. The Board of Directors is the governing body of the MCCVB and responsible for setting the strategic direction of the organization.

In support of the work of the Board of Directors, the MCCVB has several committees. Committee appointments are made by the MCCVB Board of Directors and are for one-year terms. Applications for committees are due by Friday June 29, 2018.

If you are interested in serving on a MCCVB Committee, please complete, sign and submit the attached application by June 29, 2018. After application review, interviews may be conducted by the Committee Chairs and advisors. Final recommendations will be made and the new Committee will be confirmed at the July 2018 meeting of the MCCVB Board of Directors.

Requirements:

- Candidates must be able to serve until June 30, 2019
- Candidates shall complete and sign the Committee Application form and submit to Jennifer@seemonterey.com on or before Friday June 29, 2018
- If additional space is needed please use additional pages to supplement your answers
- When appointing committee members, the Board shall consider other relevant information concerning the candidate's character, capabilities, and fit for a committee position. Such information may have been gained, for example: from prior interaction with the MCCVB and its members; and during the application and selection process (which may include interviews)

Committees open for application:

Finance Committee

The Finance Committee shall be chaired by the Treasurer of the Corporation. The Finance Committee shall advise and otherwise assist the Board and the President & CEO by providing general financial oversight in the following areas:

- (a) Developing (and amending from time to time) financial policies and procedures;
- (b) Financial planning and budgeting;
- (c) Financial reporting and audits;
- (d) Banking, accounting and internal controls;
- (e) Managing capital assets and leases; and
- (f) Other areas, as requested.

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MCCVB Finance Committee Member Requirements

- Candidates must be experienced in financial management or qualified Finance professionals
- Candidates must be willing to review monthly financials and meet 4-6 times during the fiscal year to provide reviews and expertise regarding MCCVB Finance, benefits, and fiscal evaluation

Community Relations Committee

The Community Relations Committee is an ad hoc working committee of MCCVB. The purpose is to ensure good relations, active participation and cohesive communication with our partner jurisdictions, business associations and other community groups on the positive economic and social impacts of tourism in Monterey County and on the benefits of partnership with the MCCVB. The committee will also represent the MCCVB and report regularly on MCCVB results and initiatives to City Council members and County Board of Supervisors throughout the year.

The scope of work includes:

- Continue community outreach program
- Council meeting agenda reviews, regular attendance and reporting
- MCCVB Quarterly Forums & events attendance

Marketing Committee

The Marketing Committee, chaired by a member of the Board, will provide input and advice to the President & CEO and Board of Directors on the marketing plans and activities of the Corporation. The committee will meet quarterly, and two floating dates that corresponds with campaign launches for 6 meetings annually.

MCCVB Marketing Committee Member Requirements

- Candidates must be experienced marketing professionals
- Candidates must be willing to meet up to 6 times during the fiscal year to provide reviews and expertise regarding MCCVB marketing programs and evaluation

MCCVB Committee Application

Contact Information				
Name				
Title				
Company				
Street Address				
Mailing Address				
City ST Zip Code				
Work Phone				
Cell Phone				
E-Mail Address				
Which committee are you applying for?	Finance Committee <input type="checkbox"/>	Marketing Committee <input type="checkbox"/>	Community Relations Committee <input type="checkbox"/>	

Previously Served and Availability	
Have you served on a MCCVB Committee before? If yes, which committee? If yes, when?	
Are there days of the week you are unable to attend meetings? <i>(please fill in below)</i>	
Weekday mornings	___ Mon ___ Tues ___ Wed ___ Thurs ___ Fri
Weekday afternoons	___ Mon ___ Tues ___ Wed ___ Thurs ___ Fri

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Interest
Please indicate why you would like to serve on a MCCVB Committee.

Skills and Qualifications
Please summarize your skills, qualifications and industry affiliations pertaining to the MCCVB Committee selected above.

Your Relationship with the Monterey County Convention and Visitors Bureau
Please summarize your knowledge of and experience with the MCCVB.

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Agreement and Signature	
By submitting this application, I hereby commit to attend all designated MCCVB Committee meetings and will perform all work that may be required if I am appointed.	
Name (printed)	
Signature (please print and sign)	
Date	