



*Application for*

## APPOINTMENT TO THE ADVISORY COUNCIL

KAAN: the Korean American Adoptee Adoptive Family Network

### **Organization Description**

KAAN was founded in 1998 to build a national adoption community that seeks to understand and improve the lives of adoptees and their families. We offer annual conferences whose attendees include adult adoptees; adoptive parents, siblings, and spouses; birthparents; Korean-Americans; Koreans; and others. We also offer year-round support through our website, newsletter, and other methods.

### **Advisory Council Description**

The Advisory Council is a group of individuals and community leaders who represent a cross-section of the Korean adoption community, with strong adoptee representation. This group provides the Executive Director with perspective and advice on issues as requested (no supervisory/voting responsibilities except the election of incoming Advisory Council members). Discussions include long-term visioning as well as more immediate feedback and ideas. Our bylaws allow for this group to be five to nine members in size in addition to the *ex officio* Executive Director/President and the Treasurer. Terms are for three years. Please see KAAN's official bylaws, posted at [www.WeAreKAAN.org](http://www.WeAreKAAN.org), for more details.

The Advisory Council will meet in person prior to each conference and via email or teleconference several other times each year. Unless otherwise notified, the formal onsite meeting will take place on the Thursday evening prior to each conference at the hotel where the conference is being held. Fees are budgeted to cover both dinner and shared housing that evening for Advisory Council members, but travel and any other costs are the responsibility of the members themselves. Advisory Council positions require a time and energy commitment that should not be underestimated. Candidates are urged to consider personal priorities for the next three years as well as ways they can contribute to the development of KAAN.

### **Advisory Council Member Expectations**

*Effective Advisory Council members:*

- Regularly attend KAAN conferences, Advisory Council meetings, and special events.
- Serve on at least one committee.

Provide onsite volunteer support during conferences as time and abilities allow.

- Serve as conduits of information for the parts of the community in which they are connected, regularly sharing ideas, appeals, and suggestions, and generally working to introduce and promote KAAN;
- Assist with networking and fundraising efforts as possible; including contributing financially.
- Use discretion and confidentiality in terms of Advisory Council matters during and after term.
- Stay informed about issues confronting the organization, including cultural, financial, political, and legal.
- Prepare for meetings by reading minutes and reports and promptly reply to messages.

*To apply:*

Submit the Advisory Council Application (page 2 of this document) as noted by **November 15**.

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**APPOINTMENT TO THE ADVISORY COUNCIL**

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Name		Home phone	
Street address		Cell phone	
City/State		Zip	
Why are you interested in serving on the KAAAN Advisory Council?			
Describe your experience in community-based organizations, including service on boards, and advisory councils.			
Please circle/boldface the committee you could contribute to as an Advisory Council Member	Education	Engagement	Finance
	Fund Development	Communications	

*I have reviewed the attached information, including expectations and bylaws, and agree to their terms. I hereby certify that all statements made on this application are true. I am aware that any omissions, falsifications, misstatements, or misrepresentations above may disqualify me from consideration and, if I am appointed to the Advisory Council, may be grounds for my removal at a later date.*

Your Signature Here: \_\_\_\_\_

**Please submit this completed form in both written and electronic form by November 1**

**to:** KAAAN, Box 140022, 1625 Walker Ave NW, Grand Rapids, MI 49514

[info@wearekaan.org](mailto:info@wearekaan.org)

All applications received by the deadline will be reviewed and contacted by December 31. Questions? Contact Katie Bozek at 616-890-0879. *Thank you for your interest in serving on the Advisory Council of KAAAN!* KAAAN is a project of The Foundation for Enhancing Communities, fiscal sponsor. Donations are tax-deductible.