



# CITY OF NEWPORT BEACH CERT BOARD/COMMITTEE VOLUNTEER APPLICATION



Print and scan this form to send by email to: [NBCERTBoard@gmail.com](mailto:NBCERTBoard@gmail.com)

Or print and mail this form to: Newport Beach CERT Board of Directors  
City of Newport Beach  
100 Civic Center Drive  
Newport Beach, CA 92660

CERT VOLUNTEER INFORMATION			
<b>Name</b>			
<b>Street Address</b>			
<b>City &amp; Zip</b>			
<b>Phones</b>	<b>(Home)</b>	<b>(Cell)</b>	
<b>Email(s)</b>			
<b>Mailing Address If Different</b>			
<b>Date</b>		<b>Signature</b>	

### BOARD POSITION APPLICATION

Please indicate which Board position you are interested in applying for. We require a minimum two-year term commitment from each Board Member. Monthly board meetings are generally held on the 2<sup>nd</sup> Wednesday each month, 3:00pm – 4:30pm at the Civic Center. Board members typically meet or communicate with city staff and CERT committee members between Board meetings.

Check the position you are interested in. A Position description will be sent to you upon receipt of your completed Application.

#### BOARD MEMBER POSITIONS

- |  |   |
|--|---|
| <input type="checkbox"/> Administration<br><input type="checkbox"/> Communications<br><input type="checkbox"/> Logistics<br><input type="checkbox"/> Marketing | <input type="checkbox"/> Neighborhood Liaison<br><input type="checkbox"/> Technology<br><input type="checkbox"/> Training & Events<br><input type="checkbox"/> At Large |
|--|---|



**CITY OF NEWPORT BEACH  
CERT BOARD/COMMITTEE  
VOLUNTEER APPLICATION**



**COMMITTEE POSITION APPLICATION**

Each Board member has one or more committees staffed by volunteers who can help out with various activities. Event Planning, Training, Administrative and Technology Support and rapidly changing Communications and Marketing opportunities are all areas which need volunteers' help, skills and expertise

Check the Committee you have an interest in. In the space below the committee, include the skills and expertise you have which will be helpful to the specific committee. Be specific, especially in the areas of Communications, Technology and Administration. Include productivity software skills (like Microsoft Office), database management (like Access, SQL), web skills (like Word Press, Constant Contact/Mailchimp), Ham radio skills, social media skills, etc. Use last page if additional space needed.

Committee members work under the leadership of the appointed Board member, and will require coordination and communication via phone, email and occasional meetings.

<b>COMMITTEE MEMBER POSITIONS</b>	
<input type="checkbox"/> Administration: List Skills/Expertise	<input type="checkbox"/> Neighborhood Liaison: List Skills/Expertise
<input type="checkbox"/> Communications: List Skills/Expertise	<input type="checkbox"/> Technology: List Skills/Expertise
<input type="checkbox"/> Logistics: List Skills/Expertise	<input type="checkbox"/> Training & Events: List Skills/Expertise
<input type="checkbox"/> Marketing: List Skills/Expertise	<input type="checkbox"/> At Large: List Skills/Expertise



**CITY OF NEWPORT BEACH  
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**COMMITTEE MEMBER APPLICATION  
Additional Information**

Name of Committee:

Additional Information: