



We inform, inspire and connect you to your community... and the world.

KSER Community Advisory Board

I. Background

The existence of a Community Advisory Board (CAB) is mandated by the Communications Act of 1934 (amended) and is a requirement for continued grant funding from the Corporation for Public Broadcasting (CPB). CPB may not distribute any of its funds to any community-licensed public broadcasting station that does not have an advisory board meeting the requirements of the law.

Congress believes that the establishment of community advisory boards should assist the station in developing programs and policies that address the specialized needs of the community we endeavor to serve.

Our by-laws define the structure, terms and charge of this required volunteer board.

II. Charge

The role shall be solely advisory in nature. The purpose, as defined by law, is to “assist public broadcasting in being more responsive to community needs by providing for effective public participation in planning and decision-making.” The KSER Community Advisory Board shall represent varying views on broadcast media and program ideas.

III. Structure

Membership and Terms

The Community Advisory Board shall consist of up to 12 individuals who shall be representative of the communities served. We are looking for a diverse range of community voices whose input can help further our mission.

CAB members may be previous members of the Board of Directors, members of the Foundation, and/or foundation volunteers.

The President of the Board of Directors shall be an ex-officio member of the Community Advisory Board and shall consult with the Chairpersons of the Community Advisory Board as appropriate.

Separate Boards may be established representing the communities served.

CAB members are appointed by the Board of Directors, shall serve for two years and may be reappointed by the Board of Directors.

New CAB members shall be recommended to the Board of Directors by a committee comprised of the following: CAB Board Chair, KSER General Manager and CAB liaison to the Board of Directors.

The CAB shall meet at least annually. Quarterly meetings are preferred.

Leadership

The President of the Board of Directors shall be an ex-officio member of the CAB and shall consult with the Chairperson of CAB as appropriate. The President may choose to delegate this responsibility to a board member.

The Community Advisory Board shall elect a Chairperson at its first meeting following the annual meeting of the general membership. This Chairperson shall be responsible for making reports to the membership and to the Board of Directors. Any reports and recommendations of the CAB shall be given to the President or appointed delegate, who will submit them for consideration by the Board of Directors.

V. Scope of Work: Roles & Responsibilities

Identify and recommend strategies to grow KSER membership.

Help define the listening community.

Review the programming goals established by the station.

Review the service provided by the station.

Review the significant policy decision rendered by the station

Advise the governing board whether the programming and other policies of the station are meeting the specialized educational and cultural needs of the communities served by the station. Make recommendations to the governing board to meet those specialized needs.

Help with fund-raising.

Serve as ambassadors for KSER to the community.

Be the voice of the community, linking it back to KSER.

V. Relationship of the Community Advisory Board to the Governing Board of the Station

The law segregates the management and operation functions of the governing board from the Community Advisory Board's functions to assure a clear demarcation between the governing board and the advisory board. "In no case shall the community advisory board have any authority to exercise any control over the daily management or operation of the station."

VI. Compliance

Documentation: Documentation of the existence, composition and activities of the CAB must be kept at the station and be made available to CPB, upon request.

Statement of Compliance: The station must annually submit a Statement of Compliance to CPB. The Statement of Compliance shall be signed by the designated official responsible for the activities of the licensee and the chief executive officer in charge of the station.



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**KSER COMMUNITY ADVISORY BOARD
VOLUNTEER APPLICATION
20011/2012**

First Name: _____ Last Name: _____

Home Information:

Street or P.O. Box: _____ City: _____ Zip: _____

Phone: _____ E-Mail: _____

Work Information (if applicable):

Place of employment:

Occupation/Title:

Street or P.O. Box: _____ City: _____ Zip: _____

Phone: _____ Fax: _____ E-Mail: _____

Preferred Email Address (check one)

Home _____ Work _____

The KSER Advisory Board meets quarterly. Meeting dates are posted on the KSER website, kser.org.

Applicant Agreement

Having read the information in the Advisory Board Structure document, I confirm that if selected, I will fulfill the responsibilities and expectations of an Advisory Board Volunteer and disclose any direct or indirect conflicts of interest.

I understand and agree to the above statement.

Signed: _____ Date: _____



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Volunteer Advisory Board Applicant Questionnaire (Use back of page if necessary)

Please tell us why you would like to volunteer to serve on the KSER Advisory Board.

*Are you a member of KSER? Yes _____ No _____
Please explain what involvement you have had with KSER.*

*Please list other areas of community involvement. In what capacity do/did you serve
(volunteer, staff, board member, etc.)?*

*Please list the skills/experience/education/expertise that you bring to the KSER Advisory
Board Volunteer position.*

What do you hope to gain through your Advisory Board volunteer experience with KSER?