



## Thank You for Expressing an Interest in Serving on the Sault Tribe Incorporated (STI) Board of Directors

*For consideration for the current opening on the STI Board of Directors, please complete all sections of the application below and return the signed application along with your resume and/or biography by **June 14, 2023** to: [Brenda.jeffreys@sti-federal.com](mailto:Brenda.jeffreys@sti-federal.com).*

To serve as a Director on the Sault Tribe Incorporated Board, you must meet the following Minimum Qualifications as found in Article 6 of the Corporate Charter:

### **6.2 Qualifications. The Directors must have the following qualifications:**

a. General. To be eligible to serve as a Director, a person must:

(1) have never been convicted in any federal, tribal, or state court, of any felony or any Misdemeanor Involving Moral Turpitude; be at least a college graduate and /or have significant business experience as well as the physical and mental capacities to enable him or her to make prudent business decisions on behalf of the Corporation;

(2) be at least 25 years old;

(3) have such additional qualifications as may be required by Applicable Law, including without limitation those which may be required by any governmental agency to qualify for or engage in any governmental program in which the Corporation elects to participate.

(4) not be a tribal or corporate employee, a consultant to either the Tribe or the Corporation, a vendor or contractor with the Tribe or the Corporation or an officer or board member of an entity that is a vendor or contractor.

b. Tribal Board Members. No more than two Tribal Board members may be appointed as ex-officio , non-voting members of the Corporate Board of Directors. Service by a Tribal Board member as an ex-officio member on the Corporate Board shall not disqualify or otherwise prohibit such person from exercising any of the duties or prerogatives of his or her Tribal office with respect to the Corporation, and vice versa. At the end of a Tribal Board member's tenure on the Tribal Board, his or her service as an ex-officio member on the Corporate Board shall also end. Upon such termination, the Tribal Board shall at its next meeting, appoint a replacement.

c. Enrolled Tribal Members. At least a majority of the Corporate Directors must be enrolled members of the Sault Tribe.



**Appointment Process:** Prospective board members will be added to a slate of nominees by the current STI board, based on a demonstrated record of possessing the qualifications and competencies necessary for effective governance and leadership. A minimum of 2 candidates will be added to the slate for consideration of appointment by the Sault Ste. Marie Tribe of Chippewa Indians Board of Directors.

### **SAULT TRIBE INCORPORATED BOARD OF DIRECTORS APPLICATION PACKET**

Sault Tribe Incorporated (STI), is a Chapter 17 Federally Chartered Corporation, wholly owned by the Sault Ste. Marie Tribe of Chippewa Indians. STI began work in 2020, created by the Sault Tribe of Chippewa Indians as the independent business arm of the Tribe. Our mission is to enhance the economy and improve the quality of life for the members of the Sault Ste. Marie Tribe of Chippewa Indians. STI will achieve this mission through growing our business, particularly in Federal contracting through our STI Federal brand.

As a prospective board member, you would play a crucial role in shaping our company's strategic direction, providing valuable insights, and contributing to our growth. Here are some responsibilities of our board members:

- *Strategic Planning:* Collaborate with fellow board members and STI leadership to set long-term goals and develop actionable plans.
- *Financial Oversight:* Review financial statements, budgets, and investment decisions.
- *Risk Management:* Assess and mitigate risks associated with our operations.
- *Governance:* Ensure compliance with legal and regulatory requirements.
- *Networking:* Represent the company at industry events and build relationships with stakeholders, and within the Tribal community.

### **ATTRIBUTES**

Board members must have the ability to act in the best interest of Sault Tribe Incorporated and the Sault Ste. Marie Tribe of Chippewa Indians and to operate as a team at the board level. They must also possess personal integrity, the highest ethical standards, objectivity, the ability to act without a real or perceived conflict of interest and the ability to work productively with others.

### **EXPERIENCE**

Board members must bring a high level of competency and relevant experience to the job. They must possess the capabilities to exercise leadership, teamwork/consensus-building, systems thinking, financial skills and sound judgment on difficult and complex matters that come before the Board. They must have a core knowledge of business management and growth strategy, the ability to assess the implications of financial statements and auditor's reports, and have an understanding of corporate governance and the fiduciary duties and responsibilities of both the Board of Directors and of individual Directors. Experience in federal government contracting either as a former government employee, veteran, or working for a federal contractor, particularly 8(a) contractors, is preferred.



**APPLICATION FOR THE SAULT TRIBE INCORPORATED BOARD OF DIRECTORS**

Full Name: \_\_\_\_\_

Tribal Member Number: \_\_\_\_\_ (Please attached a copy of your Tribal Card).

Social Security Number: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State:\_\_\_\_ Zip code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Personal E-mail Address: \_\_\_\_\_

Current Employer: \_\_\_\_\_

Current Position: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State:\_\_\_\_ Zip code: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Work email: \_\_\_\_\_

Educational Background and Field of Study: Please include this information on the resume that you submit.

Why do you wish to serve on the Board? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Return the completed Areas of Expertise/Experience Assessment, Skill/Capability Assessment, and this Board of Directors Application Form, along with your resume and biography, by June 14, 2024 .**

### AREAS OF EXPERTISE / EXPERIENCE ASSESSMENT

Please indicate your area(s) of expertise/experience by indicating **E** (expert), **V** (very competent), **K** (knowledgeable) and **NA** (Not Applicable) next to the applicable items within the following list. See below for definitions of E, V, K and NA.

	Rating
1. Government Contracting (SBA 8(a) experience)	
2. Executive Experience in a Business Environment	
3. Board Experience	
4. Self-Employment - Business Ownership	
5. Financial Management & Control (budgeting, accounting)	
6. Strategic Planning Experience	
7. Regulatory/Compliance Experience	
8. Information Technology Planning and Implementation Experience	
9. Legal Expertise	
10. Communication & Public Speaking	
11. Written Communication/Marketing	
12. Other areas of expertise/experience. Please specify:	

Definitions: • **Expert:** You possess significant work experience at a senior level in a skill area and/or a master's or higher-level degree in that same area. • **Very Competent:** You have direct, successful experience in an area as part of your work or volunteer activities. • **Knowledgeable:** You possess knowledge of the basic fundamentals and concepts that are encountered in this skill area. • **Not Applicable:** The area of expertise/experience does not apply to you.

Please explain and provide details for your ratings. Attach a separate sheet, if needed.

### SKILL / CAPABILITY ASSESSMENT

STI expects each board member to bring a certain level of knowledge and experience, demonstrate certain attributes, and adhere to certain principles, as outlined above. Please indicate yes or no in the space provided.

1. Do you meet the Board Candidate's Minimum Eligibility Requirements? \_\_\_\_\_
2. To the best of your knowledge, are you free of any conflict of interest? \_\_\_\_\_
3. Do you have sufficient time and energy to devote to the performance of duties as a member of the Board of Directors? \_\_\_\_\_
4. Do you have good oral and written communication skills? \_\_\_\_\_
5. In your personal and professional dealings, do you demonstrate integrity, high ethical standards and respect of privacy and confidentiality? \_\_\_\_\_



6. Are you willing to assume the responsibilities associated with the role of Director? \_\_\_\_\_
7. Are you able to read and understand financial statements and financial reports, and assess the implications of these documents? \_\_\_\_\_
8. Do you have experience serving on boards or committees of organizations that have large budgets and make complex decisions? \_\_\_\_\_
9. Can you distinguish between the Board's role and Management's role? \_\_\_\_\_
10. Do you have experience as the Chair of a Board or a Committee that follows a formal 'Rules of Order' format? \_\_\_\_\_
11. Can you recognize and assess business risks and strategic opportunities? \_\_\_\_\_
12. Do you demonstrate the ability to think, act and speak independently and with conviction and confidence? \_\_\_\_\_
13. Do you have experience demonstrating that you can conceptualize and think strategically and that you possess good problem solving and interpersonal skills? \_\_\_\_\_
14. Do you have access to a computer, printer and the Internet? \_\_\_\_\_

**Please review and complete the following:**

I affirm that I have read and reviewed the Sault Tribe Inc. (STI) Information and Board of Directors Application Packet. I do meet the qualifications required. I have completed the Application, Areas of Expertise/Experience Assessment, Skill/Capability Assessment, and understand the responsibilities and expectations of service on the Sault Tribe Incorporated Board of Directors.

I do consent and give my authorization for you to obtain employment information, a criminal background check and credit reports for your review and consideration in determining my qualifications for candidacy on the Board of Directors at STI.

My signature below verifies my understanding and acceptance of these statements.

Name (please print): \_\_\_\_\_

Signature\_\_\_\_\_ Date\_\_\_\_\_