



# COLORADO LEAGUE of CHARTER SCHOOLS

*focus on achievement*

## Joining the Colorado League of Charter Schools' Board Bank

If you are interested in volunteering your time to serve on a Colorado charter school board, first of all, thank you!

Many charter schools are seeking board members with a variety of experience. To make sure that they find you when they are searching to fill board vacancies, please follow the steps below.

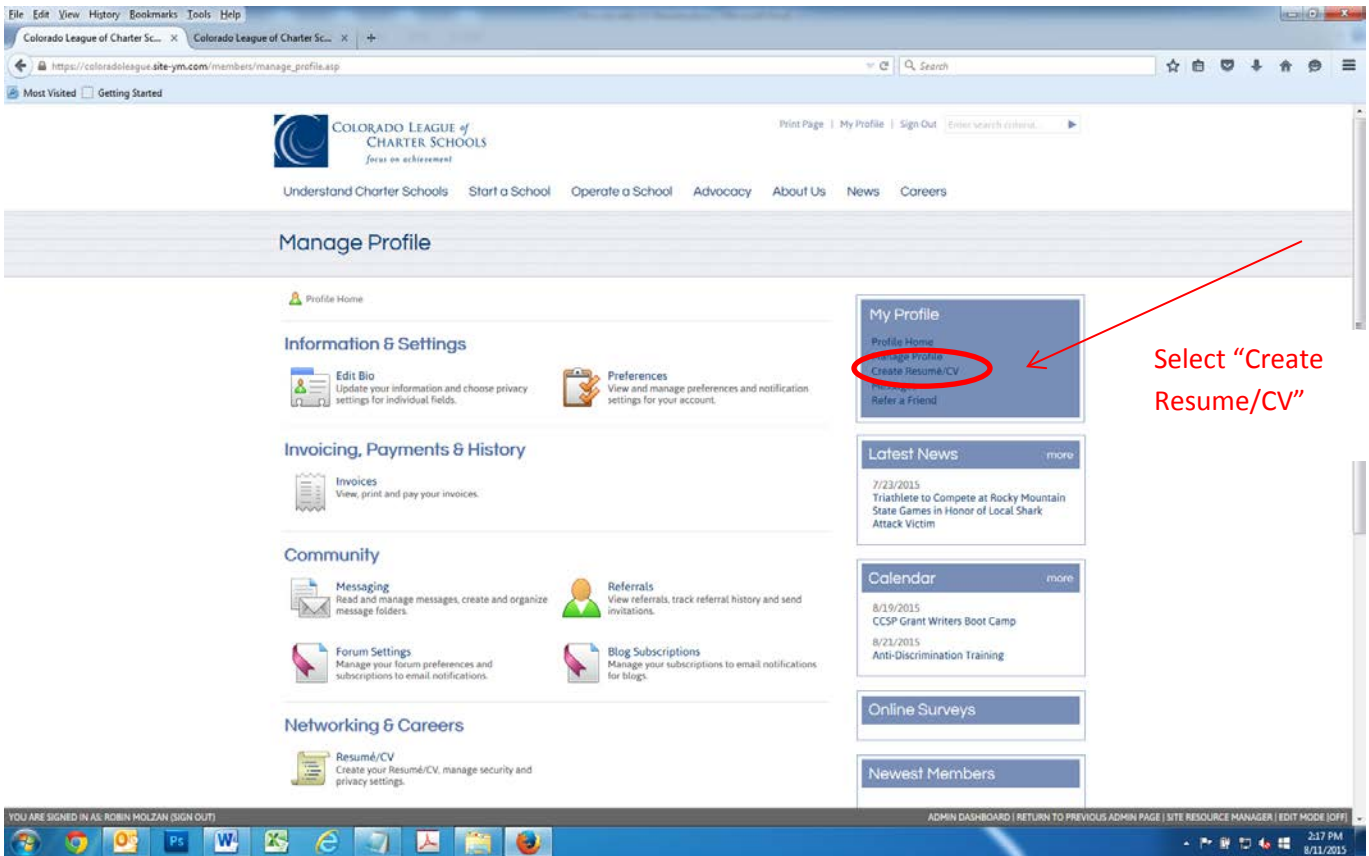
1. **Create a Profile on the Colorado League of Charter Schools' website (if you have already done this – skip to step 2).**
  - a. Go to ColoradoLeague.org
  - b. On the right hand side under the "Sign In" box, select "Haven't Registered Yet"

The screenshot shows the Colorado League of Charter Schools website. The main navigation bar includes links for "Understand Charter Schools", "Start a School", "Operate a School", "Advocacy", "About Us", "News", and "Careers". A large banner for "Start a Charter School" is visible. Below the banner, there is a "Sign In" box with fields for "Username" and "Password", a "Sign In" button, and a link for "Haven't registered yet?". A red arrow points to this link, with a red text box next to it that says "Select 'Haven't Registered Yet'".

- c. Follow the prompts to create a profile.
- d. Your request will be submitted to the site administrator for approval

2. After you receive an email notifying you that your profile has been approved, follow the instructions below.

- a. Log into your account
- b. On the right hand side of the screen under “My Profile” select “Create Resume/CV”



- c. Complete the profile as completely as possible. Be sure to highlight your experience and explain why you would be a good charter school board member. If you have ideas on the type of school you'd like to serve (i.e. grade levels served, focus, location, etc.) please be sure to make note of that.

For best results it is recommended that you paste text from your resume into the boxes.

**My Resumé/CV**

\* Indicates a required field. **Note:** HTML markup is not allowed and will be removed upon submittal.

**Name (Optional)**

**Headline \***  (Max. 100 characters)  
*Shown on the search results page, your headline should briefly state your skills and/or desired position. Examples: "Experienced Marketing Manager" or "Sr. Multimedia Project Leader".*

**Objective**  (of 1000 characters remaining)  
*Describe your strengths along with position types and organizations for which you would like to work. You may also include keywords that describe your ideal career. Example: To obtain a management level position that utilizes my problems solving skills and creativity in the technology field.*

**Experience**  
*Please list relevant work experience. For example, "Position, XYZ Company, 2003-2005 / accomplished project 1, project 2, and project 3, allowing XYZ company to achieve a major milestone."*

**Education and Skills**

**My Profile**  
Profile Home  
Manage Profile  
Create Resumé/CV  
Messages  
Refer a Friend

**Latest News** [more](#)  
7/23/2015  
Triathlete to Compete at Rocky Mountain State Games in Honor of Local Shark Attack Victim

**Calendar** [more](#)  
8/19/2015  
CCSP Grant Writers Boot Camp  
8/21/2015  
Anti-Discrimination Training

**Online Surveys**

**Newest Members**

YOU ARE SIGNED IN AS: ROBIN MOLZAN (SIGN OUT) ADMIN DASHBOARD | RETURN TO PREVIOUS ADMIN PAGE | SITE RESOURCE MANAGER | EDIT MODE (OFF) 2:20 PM 8/11/2015

d. On the bottom half of this screen, be sure to select “Board Member’ under Primary Category.

The screenshot shows a web browser window with the URL [https://coloradoleague.site-ym.com/members/resume\\_edit.asp](https://coloradoleague.site-ym.com/members/resume_edit.asp). The form includes sections for 'Contact Information', 'Classification', and 'Privacy Options'. The 'Primary Category' dropdown menu is open, showing a list of roles. 'Board Member' is circled in red, and a red arrow points to it from a text box that reads 'Select "Board Member" under Primary Category'. Other categories in the list include Administrator/Principal/School Leader, Advisory/Support/Social Worker, After School Assistant, Athletics Coach/Director, Business/Economics Teacher, Career and Technical Education, Communications/Marketing/PR, Custodian/Janitorial, Development/Fundraising, Drama/Performing Arts Teacher, Education Reform, English/Reading/Language Arts Teacher, ESL/ELL Teacher, Facilities/Maintenance/Janitorial, Fine Arts Teacher, Gifted/Talented Teacher, Homeroom Teacher, and Instructional/Educational Coordination. At the bottom of the form, there is a checkbox for 'I want to attach a document after submitting my Resume/CV' and two buttons: 'Submit My Resume/CV' and 'Cancel'.

e. Under privacy options it's recommended that you allow schools to see your email address so that they can contact you easily.

f. If you wish to upload additional information such as a cover letter or your full resume, click “I want to attach a document after submitting Resume/CV” and follow the prompts.

If you have any questions or need assistance, email [srader@coloradoleague.org](mailto:srader@coloradoleague.org) or [jjohnson@coloradoleague.org](mailto:jjohnson@coloradoleague.org).