



NORTHEASTERN WORKFORCE DEVELOPMENT BOARD

Sound Workforce Solutions

Serving Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell and Washington Counties

MARCY BERGMAN, CHAIR
mbergman@motionsensors.com

WENDY JEWETT, DIRECTOR
wjewett@albemarlecommission.org

The Northeastern Workforce Development Board's (NWDB), activities cover North Carolina's Northeast Region which is comprised of ten counties: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington. These local governments look to the NWDB and are, in turn, supported by the NWDB.

Mission Statement

The NWDB fosters employment of northeastern North Carolinians by enriching the skills and suitability of candidate employees for the businesses of the region.

Vision

Citizens and businesses of the northeast region will rely on the NWDB to promote the growth of well paying jobs in new and existing businesses. Citizens in the region will be able to find satisfying employment here and will choose not to move away.

To resolve workforce issues and challenges, businesses and regional governments will seek NWDB support to meet northeastern North Carolina employment needs. NWDB will seek resolution using all available training and funding sources.

Businesses will look to the NWDB as an expedient provider of desirable employment candidates. Our board's programs will be relied upon as instrumental in improving the regional workforce by bringing together existing businesses, colleges, economic development groups, trainers, councilors, and local and state governments.

BOARD MEMBER JOB DESCRIPTION

Candidates are invited to join the NWDB because the board has identified an unmet need to fulfill the NWDB mission. The Membership Committee obtains references that meet both the geographic and functional aspects of the need.

Candidates can be sure that their invitation to join the NWDB is predicated on strong recommendations of ability and character that sustain their record of effective leadership.

The board commits itself and its members to ethical, businesslike, and lawful conduct, including proper use of authority and appropriate decorum when acting as board members. Members must represent non-conflicted loyalty to the interests of the NWDB. This accountability supersedes any conflict in loyalties such as that to advocacy or interest groups and membership on other boards or staffs. It also supersedes the personal interest of any board member acting

512 SOUTH CHURCH STREET
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HERTFORD, NC 27944



PHONE 252-426-5753
FAX 252-426-5435
WEBSITE: www.albemarlecommission.org

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as a consumer of the organization's services. Members are expected to bring any instances of conflict to the attention of the NWDB chair and to recuse themselves where a conflict is deemed real in fact or in perception.

Members must avoid conflict of interest with respect to their fiduciary responsibility.

Board members may not attempt to exercise individual authority over the organization except as explicitly set forth in board policies.

Members' interaction with the Executive Director or with staff must recognize the lack of authority vested in individuals except where explicitly board-authorized.

Members' interactions with public, press or other entities must recognize the same limitation and the absolute proscription of any board member speaking for the board except to repeat explicitly stated board positions.

Members will respect the confidentiality appropriate to issues of a sensitive nature. This includes the individuals and actions of the NWDB, the staff, clients, customers, contractors, business partners and governments that interact with the NWDB.

Members will follow the State of North Carolina's Open Meetings Law.

Members who do not attend 50% of meetings, or have more than 1 unexcused absence will be considered to have resigned (per the Bylaws).

Members must come prepared for meetings (will have read agenda packets). Members are expected to actively participate in both board and committee meetings. This entails respecting the participation of other members and guests, offering recommendations and comments, providing support for decisions as indicated, bringing personal experience into discussions, and, when called for, voting.

Members are responsible to the NWDB chairperson, and also to the chairperson of the committee(s) of which they are members.

Estimates of time commitment to the NWDB can vary, but members should expect to devote 2-3 hours every other month in board meetings, and 2-4 hours every month in committee-related meetings and work.

The Northeastern Workforce Development Board meets at 6:00 p.m. on the 3rd Tuesday of every other month, beginning January 2010, at the Albemarle Commission building in Hertford, NC.

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Board Member Application

Date: _____

Name: _____

County: _____

Address: _____

Business Affiliation: Industry _____ Occupation _____

Currently Employed _____ Retired _____

Contact Information:

Phone# _____ Email: _____ Other: _____

Best way to contact you? _____

Why do you want to be a board member of the Northeastern Workforce Development Board? _____

For Internal Use Only:

Please email application to pbo@albemarlecommission.org or mail to address below attn: Pat Bo

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