



One Sealaska Plaza, Suite 400 • Juneau • Alaska • 99801-1249  
(800) 848-5921 • www.sealaska.com • Fax (907) 586-2304

## **BOARD YOUTH ADVISOR APPLICATION**

**Deadline: Open Until Filled**

The Sealaska Corporation Board of Directors annually selects a Board Youth Advisor (BYA)\* to provide advice regarding provides an advisory vote to the board of directors to provide input and gain board membership training subject to the following eligibility criteria and guidelines:

\*Term of Service is for 18 months, from appointment to October 31<sup>st</sup> the following year. It is important to understand there is a commitment of approximately 30-40 hours required to review materials, attend, participate, and travel to eight (8) to twelve (12) Committee and Board meetings during their term of service. The BYA is also expected to apply to and potentially present at the Elders & Youth conference, attend AFN, Celebration, and other events when possible.

### **1. Deadline:**

Applications will be accepted until the position is filled.

### **2. Application:**

Must be complete with all required documentation and received by the Corporate Secretary of Sealaska Corporation. You may scan and email, or fax the application. Late or incomplete applications will not be considered and will be returned to the applicant. Please be aware that the board of directors reserve the right to schedule an interview of potential applicants as part of the selection process.

### **3. Qualifications:**

The Sealaska Board of Directors seeks a BYA that possesses the qualities of a young leader and exemplifies the core Alaska Native values by which the Corporation operates. The successful applicant shall:

- Engage in cultural activities such as Art & Language learning, traditional food harvesting, participation in dance and other cultural programs, as examples. Desire to become involved in these areas also qualifies applicants.
- Be actively involved in the Native community. Applicants may include family / community activities and/or participation in organizations such as the Alaska Native Sisterhood or Alaska Native Brotherhood chapters, the Early Scholars Program, dance groups, and Indigenous student organizations, as examples. Desire to become involved in these areas also qualifies applicants.
- Have current or prior work experience with an Alaska Native company or organization such as a Village, Urban, or Regional Corporations and their subsidiaries, cultural not-for-profit organization, Tlingit & Haida Indian Tribes of Alaska, community IRAs, as examples. Desire to become involved in these areas also qualifies applicants.
- Conduct themselves in a manner appropriate for service on the Sealaska Board of Directors and as a role model for other Alaska Natives.

#### **4. Eligibility**

Qualified persons shall meet all qualifications:

- Be at least **18** years of age but not older than **25** years of age upon date of submission;
- Be a holder of at least one share of Class A, B or C Settlement Common Stock and/or Class D Descendants' Life Estate Stock of the Corporation; and
- Have a vision for how their life experiences will make them a strong representative of youth shareholders, and a strong ambassador for Sealaska.

The applicant must also satisfy requirements included in the Sealaska Corporation Bylaws at Section 3.3.3 (see the last page of the application for full text of Bylaw 3.3.3), including:

- The individual will be in compliance with provisions of the Corporation's Code of Ethics, including disclosure of and abstention from any conflict of interest with the Corporation, and have completed, signed and filed all forms of disclosure, compliance, and confidentiality.
- The individual's status as an officer, director, or shareholder of another ANCSA corporation does not disqualify that person from service as an Advisor to the Board.
- The individual must not be an officer, director, general partner, trustee, or manager of, or record beneficial owner of more than 5% equity interest in, any other corporation, partnership, trust, or other business enterprise that is in competition with the Corporation.

#### **5. Application Requirements:**

##### **Essay A: Personal History**

Describe the following topics in no more than 500 words

- Personal History – Introduce yourself, your family, your interests, special talents, abilities, accomplishments, volunteer service, and how they have shaped your philosophy of life.
- Cultural Commitment – Describe your connection to your culture and community. Topics may include Native organizations of which you have been a part of, dance group participation, or involvement in other activities within the Native community.

##### **Essay B: Statement of Purpose**

Describe the following topics in no more than 500 words

- Purpose at Sealaska – Discuss your purpose in applying. Topics may include what you hope to learn, accomplish, and/or focus on during your term. The Board of Directors understands these are preliminary; you will not be evaluated on goals expressed here.
- Professional Goals – Describe your career goals and potential as demonstrated by your past experiences. Topics may include your educational history and plans; your employment history and aspirations; your military experience and advancement plan, as examples.
- Expected Contributions to the Native Community – Share your vision for how your community will benefit from the training you receive as a BYA.

##### **Two Letters of Recommendation:**

Letters must be dated within two (2) years of receipt. One (1) letter of recommendations should be from a non-family individual, teacher or employer who is familiar with your personal abilities and goals; one (1) letter may be from a family member. One (1) letter is encouraged to reference cultural involvement. The letters should be typed and include information about your qualifications, accomplishments, character, and potential for success.

### **A Resume:**

Applicant must provide a resume of no more than two (2) pages showing any relevant educational, employment, leadership, and voluntary experience. Include awards, honors, or special recognitions as well as other experiences relevant to this position.

### **Shareholder Identification:**

Applicants must provide a photocopy of a government or tribal issued identification card that includes the applicant's name and date of birth and documentation to confirm their status as a Sealaska shareholder.

## **6. Selection Criteria and Process:**

The Sealaska Board of Directors shall review the applications and may conduct interviews to select the Board Youth Advisor. The Sealaska Board of Directors—informed by the recommendation of the Sealaska Shareholder Relations Committee, the current BYA, and the Corporate Secretary—will select the BYA based on the information provided in the application and according, in part, to the following criteria:

- A. Involvement in Native community:  
High=5.0 / Medium High=4.0 / Medium=3.0 / Medium Low=2.0 / Low=1.0 / Poor=0
- B. Commitment to Southeast Alaska's future:  
High=5.0 / Medium High=4.0 / Medium=3.0 / Medium Low=2.0 / Low=1.0 / Poor=0
- C. If applicable, list any awards or special recognition received from school, during employment or active military service:  
High=5.0 / Medium High=4.0 / Medium=3.0 / Medium Low=2.0 / Low=1.0 / Poor=0
- D. Quality (punctuation, grammar, and content) of essays and resume:  
High=5.0 / Medium High=4.0 / Medium=3.0 / Medium Low=2.0 / Low=1.0 / Poor=0

# Terms and Conditions of Sealaska Board Youth Advisor Position

## 1. Submission of Application

**I understand** that to qualify for the Sealaska Board Youth Advisor (BYA) position, I must obtain and complete a BYA application and submit it.

**I understand** that incomplete applications will be returned and will not be considered for the advisor position. **You are advised to make a copy of your application before submitting it.**

## 2. Board Youth Advisor

**I understand** that the BYA is an advisory-voting position for a young person, 18 to 25 years of age, who has completed a minimum of two years of relevant training; which may include college, work experience, or military service, as examples. The BYA must be a holder of at least one share of Class A, B or C Settlement Common Stock and/or Class D Descendants' Life Estate Stock of Sealaska Corporation.

**I understand** that the term of this position is for 18 months.

**I understand** that the BYA must meet certain qualifications for members of the board of directors pursuant to Bylaw 3.3.3.

**I understand** that the BYA would be required to execute a confidentiality agreement in standard form and substance.

**I understand** that the BYA might be required to interview for the position.

**I understand** that the BYA would be required to participate in the BYA alumni support network. Host quarterly meetings. Purpose: foster network of ambassadors, support the work of the current BYA.

**I understand** that the BYA might be required to participate in a peer mentorship component. Match current BYA with a former BYA.

**I understand** that the BYA might be required to participate in a board mentorship component. Within the first six (6) months, the BYA will be assigned a mentor from the board.

**I understand** that the BYA might be required to participate in the board mentorship by keeping the board member mentorship in place for one year beyond end of term and setting expectation of participation in the support network.

**I understand** that the BYA might be required to provide a BYA report at board meetings.

**I understand** that the BYA might be required to cast an advisory vote during board voting.

## 3. Attendance at Board Meetings

**I understand** that the BYA shall be entitled to attend all meetings of the full board of directors, and any committees to which he or she or is able to attend, including confidential executive sessions, and to receive meeting materials available to directors at the discretion of the board.

## 4. Board Youth Advisor Stipend

**I understand** that any compensation for this position will be provided at the discretion of the Sealaska Board of Directors and is subject to change. The current BYA stipend is \$1,000 for each month of service. **I understand** that appropriate and pre-approved meeting and travel expenses will be provided and/or reimbursed by Sealaska.

**I understand** that a \$2,500 education scholarship or reimbursement of scholarship funds, may be available to the BYA to be used within a 2-year period following the conclusion of service as the BYA.

## 5. Signature Verification

As indicated through my signature on the application, I have read and agree to abide by the Terms and Conditions of the BYA position.



BOARD YOUTH ADVISOR  
APPLICATION

Sealaska Phone: (907) 586-1512

E-Mail: [corpsec@sealaska.com](mailto:corpsec@sealaska.com)

**Deadline: Open Until Filled**

Mail: Office of the Corporate Secretary, One Sealaska Plaza, Suite 400, Juneau, AK 99801

**Personal and General Data**

Name (First, Middle Initial, Last)	Previous Name (Maiden/Other)	Last Four Digits of SSN		
<hr/>	<hr/>	<hr/>		
Mailing Address	City	State	Zip	Telephone
<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
E-mail	Marital Status	Date of Birth	Birth City	Birth State
<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Recipient of Sealaska Scholarship? (List year(s) received): <hr/>				
Participant in Sealaska Internship Program? (List year(s)): <hr/>				
Current Occupation and Employer: <hr/>				

**Shareholder/Alaska Native Information**

Tribal Affiliation: Tlingit \_\_\_\_ Haida \_\_\_\_ Tsimshian \_\_\_\_ Other \_\_\_\_

My home village/community: \_\_\_\_\_ I am a shareholder of: Sealaska \_\_\_\_ Other \_\_\_\_

## **Final Checklist of Documents that must be included to be considered for a Youth Advisor Position:**

**If you would like to be considered, you must include ALL the following documentation. ALL required information must be received by mail, electronic mail, or fax.**

\_\_\_\_ Completed and Signed Application

\_\_\_\_ Essay A

\_\_\_\_ Essay B

\_\_\_\_ Two Letters of Recommendation

\_\_\_\_ Resume

\_\_\_\_ Copy of valid government or Sealaska Shareholder ID card or Sealaska Stock Certificate including name and date of birth

## **Verification and Release of Information**

**I understand** that if my application is incomplete, or does not include ALL of the above outlined documentation that I am ineligible for the board youth advisor (BYA) position and will not be considered by the Sealaska Board of Directors.

**I certify** that the information provided in this application is true and correct to the best of my knowledge and ability. I understand that any misrepresentation or any concealment of information will be sufficient grounds for rejection of this application or removal from the BYA position.

**I agree** to abide by the Terms and Conditions (enclosed with this application) of the Sealaska BYA position, and I understand that failure to comply may result in the removal from the advisory position.

**I authorize** release of my name, images, community, school (if applicable), major field of study or program, graduation, and special honors; work history (if applicable); or military service (if applicable), for use by Sealaska Corporation for educational and/or public relations use.

**Print Name:** \_\_\_\_\_

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### **3.3.3 Eligibility for Nomination; Election and Service as Director.**

In order to be eligible for nomination, election and service as a Director of the Corporation, an individual must be a holder of voting shares of the Corporation who is over eighteen years of age and who, at the time of nomination, election, and service as a Director of the Corporation, satisfies the following:

**3.3.3.1** The individual's status as an officer, director, or shareholder of another corporation formed under the Alaska Native Claims Settlement Act (ANCSA, Pub. L 92-203) does not disqualify that person from nomination, election or service as a director of the Corporation, provided that such person shall comply with Sections 3.3.3.3, 3.3.3.4 and 4.2. of these Bylaws and with applicable provisions of the Sealaska Code of Ethics, including without limitation conflicts of interest, disclosure, and abstention.

**3.3.3.2** The individual shall not be an officer, director, general partner, trustee, or manager of, or record beneficial owner of more than a 5% equity interest in, any other corporation, partnership, trust, or other business enterprise that is in competition with the Corporation, including, without limitation, any enterprise engaged in the sale or purchase of timber, logs, or logging services in Alaska, or any other business in which Sealaska is engaged that constitutes 5% or more of the Corporation's gross revenues. The individual shall also not be a sibling, parent, child or spouse of a currently sitting director of the Corporation, unless the current director is eligible for reelection but is not opting to run for reelection.

**3.3.3.3** The individual shall comply with the regulations of the Alaska Division of Banking, Securities and Corporations, including, without limitation, the disclosure requirements in the proxy solicitation regulations of that agency.

**3.3.3.4** The individual shall comply, or if an incumbent director, has complied, with the Corporation's Code of Ethics including, without limitation, the provisions of the Code of Ethics requiring disclosure of and abstention from any conflict of interest with the Corporation and confidentiality of corporate information, and shall have completed, signed, and filed with the Corporation all forms of disclosure questionnaires and compliance statements required by the Corporation. Upon election, re-election or appointment to office, a director shall execute an oath of office in form and substance as prescribed by the Sealaska Code of Ethics.

**3.3.3.5** The individual must have filed with the Secretary of the Corporation before both nomination and election and, as may from time to time be requested, a statement in such form as shall be prescribed by the Secretary of the Corporation, verifying that the individual then satisfies the eligibility requirements of section 3.3.3 for nomination, election and service as Director of the Corporation.

**3.3.3.6** A director or nominee for a seat on the Board of Directors must, in advance of nomination, election or appointment, fully disclose any personal circumstance or event that would, or is likely to, cause him or her to fail to qualify for licensing or approval by any federal, state, or tribal agency that regulates a business or investment in which the Corporation is involved, or plans to become involved, and for which the Corporation and/or its officers or directors must so qualify. Each director or nominee must be prepared and able to successfully complete any application, review, background investigation, or approval process required by such agency, and shall fully and truthfully complete any form, questionnaire, or written application provided and required by such agency. The Corporation may make inquiry through the office of the Corporate Secretary and provide appropriate forms or questionnaires to directors and nominees or potential nominees so as to determine that such persons meet these qualifications. A director who fails or ceases to meet these qualifications is subject to removal or sanction according to Section 3.3.3.6 and Section 3.3.3.7 of these bylaws. A person who seeks to be nominated, or who becomes a candidate, for a seat as a director, and who fails to meet these qualifications shall not be included on the Corporation's proxy under Sections 3.3.4 and 3.3.5 of these bylaws. If such person seeks nomination or election on a separate proxy, the Corporation shall take appropriate measures to notify shareholders that the person does not meet the qualifications to be a director; and if the person is elected, he or she shall not be seated as a director, and if necessary, the Corporation shall seek removal as provided in Section 3.3.3.7 hereof. As used herein, the terms "circumstance or event" include, but are not limited to, prior activities, criminal record (if any), reputation, habit, association, conviction or other official sanction resulting from commission of a felony involving dishonesty, questionable integrity or moral turpitude; violation of securities laws; violation of confidentiality or other requirements of the Code of Ethics; or engaging in other fraudulent or dishonest conduct which may pose a threat to the public interest or to the effective regulation of the Corporation's business, regardless of whether any such conduct has resulted in criminal or civil sanction or penalty.

**3.3.3.7** An individual who is elected or appointed as a director and who does not meet the qualifications set forth in Section 3.3.3 and who does not voluntarily resign or take immediate steps to eliminate the disqualification is subject to removal pursuant to Alaska Law and Section 3.5 of these bylaws, and to such other sanctions as may be provided by the applicable Code of Ethics or bylaw including, without limitation, public censure or public disclosure of the basis for non-qualification.