

LETTER OF INTENT DIRECTOR VACANCY

Carol Ann Phipps

C-44

My nomination for a Director Vacancy, and I am confident that I will be able to adhere to the Bylaws of SROA. I understand the subject and trust you will have a background check and Child Abuse History Report. The background check will need to be completed asap. Please contact the office with your personal information.

[Redacted]

Mail date [Redacted]

Phone [Redacted]

MUST SUBMIT [Redacted]

[Redacted]

[Redacted]

My motivation for running for board is to represent the best interests of our campground and to our membership.

I would like to see a better comradery between our board members and membership. We are all members and need to work as a team.

This is my 2nd year on Management, Finance, and Bi-Laws Committee.
This year I will be adding Maintenance and Nominating Committee.

Carol Ann Phipps

D. DeLoach

LETTER OF INTENT DIRECTOR VACANCY

First

Middle

Last

I Carol Ann Phipps

Lot C044

submit my nomination for a Director Vacancy, and hereby signify my intent and willingness to serve, and to adhere to the Bylaws of SRCA. I understand I will be subject to and must pass a Criminal Background Check and Child Abuse History Report. **The background check will need to be completed asap. Please contact the office with your personal information.**

Current Address:

Birth date

Phone:

The Candidate **MUST SUBMIT** a personal resume along with this Nomination Application explaining how you can benefit the campground as a Director. Please include the following items in your resume:

1. What qualifications and/or special skills do you have that will assist you as a Board member.
2. What other boards/associations/governments have you been involved with. What positions.

The Candidate is asked to complete the following questionnaire:

1. What is your motivation for running for the Board?

My motivation for running for the board is to represent the best interest of our campground and to our membership.

2. Working with your fellow Board members, what would you like to see improved to better the campground?

I would like to see a better comradery between our board members and membership. We are all members and need to work as a team.

3. Do you currently serve on any committees in SRCA? Which committees? How long?

This is my 2nd year on Management, Finance, and By-Laws Committee.
This year I will be adding Maintenance and Nominating Committee.

Place this signed Letter of Intent in an envelope seal, and return it to the SRCA office. Please mark on the outside of the envelope 'Nomination for Director' along with your name and lot number.

2/26/2024

Signature

Date

CAROL PHIPPS

DURABLE MEDICAL EQUIPMENT OFFICE MANAGER

CONNELLSVILLE PA/ 724-963-0761/ STEVECAROL124@ZOOMINTERNET.NET

Objective

Responsible Office Manager with excellent communication skills demonstrated by my 8 years of experience in health care. Organized and dependable at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals.

Experience

Enduracare Orthotic & Prosthetic Services

JULY 2015-PRESENT

OFFICE MANAGER

- Manage 5 Employees and Store Front
- Create policies and procedures.
- Scheduling
- Handle customer service issues.
- Inventory control and ordering.
- Procure authorizations through managed care plans, Medicare, Medicaid, Tricare, and commercial plans.
- Work with case managers, physical and occupation therapists, clinical staff, and families to provide medical equipment in the home setting.
- Multi line phone system.

Education

Medical Coding and Billing

Westmoreland County Community College / December 2013

Skills & abilities

Management
Problem solving
Communication
Leadership
Organization
Accounts Receivable
Inventory
Typing
Filing
Multi-Line Telephone System
Microsoft Operating Systems