



NOTIFICATION: **CAPK Board of Directors Recruitment** **Private Sector**

Community Action Partnership of Kern (CAPK) is the designated poverty-fighting non-profit Community Action Agency serving Kern County, California, established in 1965. CAPK is one of the largest nonprofit agencies in Kern County and one of the oldest and largest Community Action Agencies in the United States. CAPK's mission is *to address the underlying causes of poverty, alleviate the effects, and promote dignity and self-sufficiency in the communities we serve.*

The Agency maintains roughly 100 offices through its system, with the administrative headquarters located at 1300 18th St., Suite 200, Bakersfield, CA 93301. CAPK employs over 1,000 dedicated professionals with diverse backgrounds and expertise, serving over 136,000 low-income community residents. CAPK provides assistance to low-income individuals and families of all ages, races, and ethnic backgrounds through direct service programs focused on empowering clients with skills and supporting the transition out of poverty to become self-sufficient. The clients of CAPK include infants, children, teens, adults, seniors, grandparents who are raising their grandchildren, blended families, single-parent households, incarcerated and released individuals from prison, and the physically, emotionally, and mentally challenged. CAPK's geographical reach is wide and all-encompassing, inclusive of metro and rural communities, with each program and service location designed to best meet the needs of the low to moderate-income families in Kern, Kings, Tulare, Fresno, Mariposa, Merced, Madera, Stanislaus, San Joaquin, and San Bernardino counties.

For a full description of our programs, please refer to the two-page summary in English & Spanish by accessing the links below:

<https://www.capk.org/wp-content/uploads/2025/10/One-Sheet.pdf>
<https://www.capk.org/wp-content/uploads/2025/10/One-Sheet-Spanish.pdf>

The programs are also listed below by Division:

Head Start / State Child Development

- Head Start / Early Head Start
- Home Visiting Program
- Central Kitchen

Veterans & Supportive Services

Health & Nutrition

- Food Bank
- Migrant Childcare Alternative Payment (MCAP)
- Women, Infants & Children (WIC)

Housing & Supportive Services

- Adult Re-Entry Grant
- Cal-Aim – Homeless Services
- Coordinated Entry System
- M Street Navigation Center

Youth & Community Services

- Energy, Weatherization, and Utility Assistance
- East Kern (Mojave) & Oasis (Ridgecrest) Family Resource Centers
- Friendship House Community Center
- Volunteer Income Tax Assistance (VITA)
- 2-1-1 Kern Call Center

Additional Information:

- 2026-2029 Strategic Plan CAPK Strategic Plan: <https://www.capk.org/wp-content/uploads/2025/10/Document-A-External-CAPK-Strategic-Plan-2025-2029.pdf>
- 2026/27 Community Needs Assessment: https://www.capk.org/wp-content/uploads/2025/09/FINAL_Approved-CAP_CNA.pdf
- 2024 Annual Report: <https://www.capk.org/2024-annual-report/>

CAPK Board of Directors

CAPK is governed by a 15-member tri-partite Board comprised of representation by five (5) public officials, five (5) individuals representing the low-income community, and five (5) individuals from the private sector. **CAPK is currently seeking a representative under the Private Sector Category for the Board of Directors.**

The minimum qualifications of a Private Sector Board Member are:

- Must be 18 years
- Applicants must represent the Private Sector through a major group or interest within the community, including but not limited to:
 - Business or industry
 - Labor organizations
 - Religious or faith-based groups
 - Law enforcement
 - Civic or community organizations
 - Welfare or social service organizations
 - Education or media sectors

The Board convenes ten monthly meetings in a one-year period for the purpose of transacting the business of the Corporation; July and December are considered 'dark months' and only the Executive Committee meets during these months. In addition to participation in the monthly Board meetings, each Director must become a member of at least one of the following Standing Committees:

- Executive Committee
- Personnel & Affirmative Action Committee
- Budget and Finance Committee
- Program Review and Evaluation Committee
- Audit and Pension Committee

Duties and responsibilities of the Board of Directors include, but are not limited to:

- Approval of personnel policies and procedures.
- Appointment and evaluation of the Chief Executive Officer.
- Determination of major personnel, organization, fiscal, and program policies.
- Determination of overall program plans and priorities for CAPK.
- Approval of all program proposals and budgets.
- Enforcement of compliance with all conditions of grants.
- Oversight of the participation of low-income individuals in CAPK programs.
- Electing the officers of the Board.
- Responsibilities regarding Head Start programs, in accordance with the Head Start Act.

The Private Sector seat is eligible to receive local travel and childcare reimbursement for all CAPK-related business.

Attached is the following documents to be completed and returned by 5:00 pm on Wednesday, January 7, 2026.

- **CAPK Board of Directors Application**

Mail, drop off or email documents to:

Paula Daoutis, Executive Assistant
Community Action Partnership of Kern
1300 18th St., Suite 200
Bakersfield, CA 93301

For questions, please call (661) 336-5236 ext. 1170 or email pdaoutis@capk.org.

COMMUNITY ACTION PARTNERSHIP OF KERN BOARD OF DIRECTORS APPLICATION

1300 18th St., Suite 200, Bakersfield, CA 93301

Phone: (661) 336-5236

Email: pdaoutis@capk.org

I would like to represent: Low-Income Sector **Private Sector** Government / Elected Officials

For Low-Income Sector, please specify which region below:

East Kern County North Kern County South Kern County Metro Bakersfield

| | | | | | |
|----------------------------|--------------------------------------------|--|----------------|--|------|
| Contact Information | Name: | | Date of Birth: | | |
| | Business / Organization: | | Title: | | |
| | Home Address: | | City: | | Zip: |
| | Phone: | | Email: | | |
| | Number of Years as a Kern County Resident: | | | | |

| Education | Name & Location of School(s) | Major | Units Completed | Degree / Diploma Earned | |
|------------------|---------------------------------------------------|-------|-----------------|-------------------------|--|
| | High School: | | | | |
| | College: | | | | |
| | College | | | | |
| | Other | | | | |
| | Professional Certificates and/or Licenses Held: | | | | |
| | Are you presently taking any educational courses? | | | | |

| Employment | Please list relevant employment experience & qualifications below: | | | | | | | |
|-------------------|-------------------------------------------------------------------------------|--|----------|--|-----|--|-------|--|
| | Company Name: | | Address: | | | | | |
| | Position Held: | | Phone: | | To: | | From: | |
| | Briefly describe duties below: | | | | | | | |
| | | | | | | | | |
| | Company Name: | | Address: | | | | | |
| | Position Held: | | Phone: | | To: | | From: | |
| | Briefly describe duties below: | | | | | | | |
| | | | | | | | | |
| | Company Name: | | Address: | | | | | |
| | Position Held: | | Phone: | | To: | | From: | |
| | Briefly describe duties below: | | | | | | | |
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