tSBoard | Board Member role description

**tSB Mission**

the Service Board (tSB) mentors teens to conquer personal and cultural challenges through public service and outdoor adventure.

**tSB Vision**

tSB instills in high school-age youth a deep sense of life purpose based on an ethic of public service and a conviction in their abilities to shape the future.

Our programs are dynamic and relevant to the lives of immigrant, refugee and POC youth. The tSB model values mentorship, participatory learning, and service learning.

**Board Values**

We as the Board of Directors of tSB value and depend upon a strong sense of community and trust. That sense of community has been built through the personal and collective engagement of staff, volunteers, participants and supporters. Our success is a product of the leadership and commitment from all of our community. We seek to ensure all involved have the power create positive social change in and outside of tSB. Our strength is a product of the diversity and relentless positivity of our community.

**Board Characteristics**

As a board, we value diverse and equitable decision-making. Representation from diverse sectors, identities and networks allows the board to make more informed recommendations in support of tSB. We seek to create a supportive and fun environment so that community minded individuals with a variety of skill sets and levels of experience are able to play a leadership role within tSB. To support this board dynamic, we seek passionate, questioning, and humble board members willing to both lead and learn.

As a working board, all board members are expected to make a significant and long-term commitment of time and energy. Capacity, commitment and enthusiasm are among the most important characteristics for any board member.

**Rewards**

Adding quality of life and opportunities to young people in our community. Meeting and working with a diverse group of people with common interests. Snowboard outings, fabulous service events and innovative programming.

**Your role**

|  |  |
| --- | --- |
| 1. | Make a two-year commitment to serve tSB. |
| 2. | Guide tSB in policymaking and ensure the organization’s financial security. |
| 3. | Have fun and be an essential part of an incredible community. |

***Are you ready to join us?***

**Board Member Application Form**

[ ]  I have reviewed the Job Description, Pledge, and Time Commitment, and submit my application for an open seat on the Service Board’s Board of Directors.

**Name**       **Date of Birth**

**Home Address**

**Mailing Address (if different than residence)**

**Phone**

**Email**

**Current Employment and/or School Enrollment**

**Position**

## Have you volunteered with the Service Board? If so, in what capacity?

## Applicable Experience

Please *briefly* describe your experience in the following areas, including names of organizations you worked with and dates. We don’t expect everyone to have experience in doing everything we are looking for, so writing “none” is perfectly fine! \**no more than 150-200 words in each category*

## Fundraising:

## Working with young people:

## Organizational skills/nonprofit work:

## Community organizing/leadership:

## Social justice/social change:

## Previous experience on a board:

## Brief Biography:

## Statement of Interest

|  |  |  |
| --- | --- | --- |
| Skills | Interest |  |
| [ ]  | [ ]  | Organizational development, long range and strategic planning |
| [ ]  | [ ]  | Financial oversight and management |
| [ ]  | [ ]  | Fundraising / fundraising events |
| [ ]  | [ ]  | Community building / community organizing |
| [ ]  | [ ]  | Snowboarding/Snowboard instruction |
| [ ]  | [ ]  | Risk management |
| [ ]  | [ ]  | Meeting facilitation |
| [ ]  | [ ]  | Communications and marketing |
| [ ]  | [ ]  | Youth programming |
| [ ]  | [ ]  | Volunteer management |
| [ ]  | [ ]  | Organizing skills (planning, delegation, oversight) |

Signature of Applicant: Date:

**Pledge**

I will exercise the duties and responsibilities of this office with **integrity, passion,** and **joy** while having as much **fun** as possible (these are key values of tSB). I understand that my commitment includes the following obligations:

|  |  |
| --- | --- |
| 1 | Policy Making, Strategic Planning and Evaluation |
| To adopt policies that governs the organization in according with its mission and values.To participate in strategic planning processes which include yearly evaluations and revisions. |
| 2 | Financial Oversight |
| To oversee the organization’s budget and make decisions based on the knowledge that you, as a board member, are fiscally responsible. |
| 3 | Fundraising |
| To be responsible, along with the rest of the board, for raising 10% of the annual budget.  To make a donation to the organization every year. |
| 4 | Personnel |
| Select, employ, and evaluate Executive Director with input from key stakeholders.Participate in recruitment, selection and development of other board and committee members. |
| 5 | Empowerment and Conscientiousness |
| To create a safe, tolerant and respectful environment in which to do work with the other board members, staff, and volunteers. To leave my personal prejudices out of all board discussions and recognize when I need to decline from voting because of a conflict of interest.To serve the interests and needs of young adults involved with the Service Board through acting as a resource and an ally.To refrain from intruding on administrative issues that are the responsibility of management, except to monitor the results and prohibit methods that conflict with board policy.To attend 8 out of 11 meetings and the board retreat of every year, and may not miss more than two consecutive meetings.To actively participate in the decision-making processes related to the Board.To place a high priority on attending and being punctual and prepared for all Board meetings by having read the consent agenda and materials ahead of time. |

**Time Commitment**

|  |
| --- |
| Participate in at least one of the following committees: Finance, Resource & Board Development, Marketing, and/or Ad Hoc.  |
| Come to the Annual Board Retreat (one full day of purpose, passion, dialogue, and fun). |
| Come to workshops and trainings related to bettering the work of the organization when they are arranged or made available  |
| Attend a minimum of two tSB program meetings and events during the course of your term |

If, for any reason, I find myself unable to carry out the above duties as best as I can, I agree to resign my position as a board member/ officer.

Applicant’s signature Date

## Rights of Volunteer Board Members:

1. To be fully informed of responsibilities, pledge and time commitment ahead of time.
2. To have opportunities for orientation and continuing board training.
3. To be kept informed through accurate financial reports, management reports, regular and thorough briefings by staff, etc., about the operation of the organization.
4. To expect that volunteer time will not be wasted by lack of planning, coordination, or cooperation.
5. To be assigned jobs that are worthwhile and challenging with freedom to use existing skills or develop new ones.
6. To be trusted with confidential information that will help the board member carry out assignments and responsibilities.
7. To know whether or not the volunteer work is effective and what results have been obtained; access to an evaluation process, which will measure performance, based upon measurable, impartial standards.
8. To be recognized at appropriate times for one’s work and involvement as a board member.