

Board Recruitment

1. Establish nominations or governance committee of the board.
Usually this is a small committee with 2-3 members.
2. Complete Skill Grid of current board and determine gaps and skills needed.
3. Design recruitment/nomination form.
4. Committee reviews nominations. Interviews individuals nominated through organized vetting process.
 - a. May have application form to complete with bio, interests, etc.
 - b. Should have board expectations or role description to use in discussion with potential members. Be clear on expectations including participation, time commitment and financial contributions.
5. Slate of nominees taken to full board for voting.

Board Nomination Form

Board Member Name _____

- Seeking fundraising (rainmakers), public relations, legal, event planning and management, media production, technology – viral/new media, street relevant - advocacy builder, and youth development, curriculum development specialist, talent agent, etc.
- Time to actively commit to board
- Diversity – gender and ethnic
- Interest in mission
- Contribution (time, talent and treasure)

One year term

Name	Phone	Email	Comments

Please email or fax to:

Summary of Board Expertise Needed

- **Fundraising (rainmakers)** – individuals with connections and relationships to individuals that can financially contribute to the organization, access to resources that further the mission of the organization.
- **Public relations** – individuals from a public relations firm that can create a media plan, have connections with media, and access to resources
- **Legal** – contract, nonprofit, corporate law
- **Event planning and management** – professional event planner with own company or corporate level individual with event production and management expertise
- **Media production** – video production, film, commercials, producer and creative
- **Technology** – viral/new media – online media and marketing
- **Street relevant/advocacy builder** – works in or with kids in based programs, police, education, social service, juvenile justice, church, etc
- **Youth development, curriculum development specialist** – program development and design, expert in youth development and adolescent development

Board Position Guidelines

To donate to the organization(s) for which you are a board member

This is very important when requesting funding from foundations and corporations. In their grant request forms they will ask what percentage of board members give. Funding sources receive hundreds of requests a year and are seeking ways to equitably reduce the number to be considered. Funders view 100% board giving as an indication of a board's commitment to their organization. We expect XYZ.

To bring 12 beneficial relationships to the organization

This is one of the most important responsibilities any Board member has. Nonprofit organizations require pro bono services, in kind gifts, and volunteers, as well as donations. It is from your relationships that our organization will be able to recruit these needed services and donations to fulfill our mission.

To support Board Members' efforts, opportunities will be provided to invite potential donors, volunteers, professionals, etc. to special introductory and "Ask" events. In this way we can introduce others to the mission of both organizations and how they can be a part of fulfilling the goals of ABC Organization.

To attend working board and committee meetings

To accomplish the important business of a board, all members must be able to bring their commitment and expertise to bear on the needs of the organization. A quorum must be present to vote on all issues. It is understood that a board member may not be able to attend a meeting. However, if the board member is not present they may cast their vote by written proxy and/or verbal confirmation to the board chair/ president.

Full board meeting are usually scheduled quarterly and committee meeting are at the chairperson's discretion. Board meeting may be called by the board chair/president to handle those matters that need immediate attention between scheduled board meetings.

Committee chairs will schedule meetings according to the time line of the committee's responsibilities. A fundraising committee may meet weekly just before an event but only monthly during the remainder of the year.

To Be Leaders

Those nonprofits that grow and thrive draw on leaders who are passionate for the mission of the organization and are individually accountable to the team. As you may surmise, we are seeking board members to contribute time, expertise, and direct and indirect financial support. In return, ABC Organization will provide the opportunity for its members to experience the rewards (should be your mission, for example: of enabling and empowering the youth we serve and to enjoy the value of their participation.)

List other expectations from board members: