



## Board Member-Volunteer Board of Directors

**Reports to:** Board Chair or Board of Directors, as appropriate

**Duty of Care:** Board members of Celebrate You Foundation provide foresight, oversight, insight, and serve as our links to the community as an essential element to our success. A commitment to serve on the Board carries with it certain expectations, both formal and informal. The organization's commitment to you is to help you exercise your special skills and talents on our behalf.

**Duty of Loyalty:** Board members will be faithful to the organization and work both individually and collectively in governing Celebrate You Foundation affairs through the planning, implementation, approval and evaluation of policy and budget, avoiding conflicts of interest. As a committee member you will be active on one or more committees and raise an annual contribution of a minimum \$500 per fiscal year (July 1-June-30). Some examples are; fundraising events, letters, writing/social media campaigns, and/or a personal gift (made payable over time).

**Duty of Obedience:** The board member acts on the board's behalf in accordance only with board motions and policy guidelines and only as requested and in accordance with Board's governing documents (i.e Bylaws, articles of incorporation, policies, etc.)

**Term:** Directors are elected for a three (3)-year term at the annual general meeting of the members. Termination may occur at the end of the elected term, by resignation or pursuant to Celebrate You Foundation Bylaws. No member shall serve more than two (2) consecutive terms.

**Experience:** Strong organizational skills, ability to meet deadlines, reports, and presentations for distribution and action by the Board. Excellent communication and presentation skills. Ability to navigate and understand electronic applications and platforms. Youth welfare advocacy and lobbying and previous experience on a board preferred.

**Knowledge:** Some understanding of the effective functioning of a nonprofit organization and vulnerable youth population's issues and needs.



**Personal:** Sensitivity to group dynamics and familiarity with structure and process of board and/or committee meetings. Decisive, innovative, and flexible with the ability to compromise and heart for children.

**Duties of all Celebrate You Foundation Board Members:** Board members are expected to be fully informed on organizational matters, to contribute to debate on issues and to contribute to the Board's policy deliberations. They are expected to understand and support the Celebrate You Foundation's mission statement and strategic plan.

**Board member duties include the following:**

- Attend meetings and show commitment to Board activities;
- Give/Get: Raise a minimum of \$500 for Celebrate You Foundation per fiscal year (July 1-June-30) within the first 6 months of accepting your board position.
- To assist in the identification and solicitation of potential donors, wherever possible.
- Be well informed on issues and agenda items in advance of meetings;
- Participate on one or more committees or in an ad hoc manner, as requested by the Board President, Vice-President, Executive Director, and/or Founder;
- Monitor public response to the work and policies of Celebrate You Foundation;
- Participate in Board orientation meetings to ensure organizational and fund development knowledge and to participate in volunteer and donor recognition events;
- Provide candid, open and honest feedback and evaluation when appropriate;
- Take initiative in informing the organization about opportunities for funding or program development;
- Identify individuals in the community for volunteer participation or funding support;
- Support the organization and its officers in times of crisis or controversy;
- Provide sensitivity and support to staff member and other Board members as they perform their duties;
- Exercise loyalty to Celebrate You Foundation and respect confidentiality regarding internal affairs;
- Provide leadership within the Board and in the community on behalf of Celebrate You Foundation and its programs;
- Serve as an informal advocate for the Celebrate You Foundation in the community.



# Celebrate You

— FOUNDATION —

**APPLICATION PROCESS:** Interested applicants must complete the Volunteer Board Application, located at the Celebrate You Foundation website. Have your resume available to upload: <https://www.celebrateyoufoundation.org/board-memeber>,