

CommunityGrows Advisory Board (AB) Member Position Description



CommunityGrows
Planting seeds, co-powering youth

CommunityGrows (CG) is a fiscally sponsored project of the Tides Center. CG forms partnerships with other neighborhood organizations in low-income, diverse communities to provide hands-on, outdoor learning opportunities for youth.

The Advisory Board's role is to act as fiduciary to CG donors and community and as caretaker of CG's mission. CG Advisory Board members assist in the development of CG programs, strategic planning, approval of annual budget, financial sustainability, fundraising, and the hiring and general support of CG staff. Members should be committed to the mission, values, and goals of the organization and ready to contribute vision, skills, and experience.

Advisory Board Member Responsibilities include:

- Actively participate in Advisory Board and Committee Meetings and assigned tasks
- Guide CommunityGrows through growth, development, and transition
- Make a personally significant (to the Board Member) financial contribution
- Actively seek out and bring in resources – financial and in-kind
- Maintain a high level of familiarity with issues, concerns and trends in the field
- Complete an annual Board Member Participation Agreement and participate in annual assessment of services provided
- Volunteer at events as requested by CG staff and leadership in order to directly engage with CG's programming
- Participate in the New Board Member Orientation Process and attend the New Board Member Orientation Session
- Help enhance the publicize the work of CommunityGrows through outreach to media, relevant community stakeholders, and through personal networks
- Commit to a two-year term with possibility of a two-year extension

Meeting Obligations:

- Attend and actively participate in at least 75% of the Advisory Board Meetings
- Serve on at least one AB Committee, attending and actively participating in at least 75% of the Committee's meetings
- Attend and actively participate in the Annual Board Retreat
- Attend at least one CommunityGrows event/program in a year
- Attend and actively participate in periodic strategic planning sessions

Skilled or have experience in one or more of the following areas:

- business development
- non-profit management
- fundraising
- event planning
- strategic planning
- governance
- membership/volunteer management
- research/evaluation
- marketing/public relations
- communication/social media
- information technology
- human resources
- finance/accounting
- law (non-profit)

Previous successful board experience is a plus. We look forward to hearing from you!