



## Board Director Volunteer Position Description

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**Start Date:** 2024

**Term:** 3 Years

**Time commitment:** 10 board meetings per year + responding to board communications in a timely manner (~3-6 hours per month)

The ALC Board provides strategic governance and support for ALC's Executive Director as they oversee the daily work and implementation of the agency's mission.

### You would be a good fit if:

- You are passionate about ALC's mission:  
*The Advocates of Lake County provides trauma-informed services and promotes a community where individuals experiencing violence or housing insecurity may achieve personal autonomy.*
- You are excited about being part of a dedicated team of like-minded individuals.
- You have enough time and energy to support the Advocates of Lake County.

### We're particularly excited to talk to you if:

- You are a person of color, immigrant/refugee, woman, LGBTQIA+, or have lived experience as a victim of violence or housing insecurity.
- You have fundraising or professional non-profit experience.

## Responsibilities

We expect board members to attend 10 board meetings per year, assist the ED with special projects as needed, participate in our annual fundraiser retreat in Leadville (scheduled early summer each year), and respond to board communications in a timely manner.

### Leadership

1. **Act as a trusted advisor** to the Executive Director as they develop and implement ALC's strategic plan. Ask hard questions and utilize your unique expertise!
2. **Act as** an ambassador of ALC in our community.
3. **Identify and recruit other Board Members** as needed.

### Governance & Oversight

1. **Participate in Strategic Planning and review progress metrics.**
2. **Participate actively in board meetings** and complete any follow-up items.
3. **Approve ALC's financials**, audit reports, and material business decisions. Be informed of, and meet all legal and fiduciary responsibilities.
4. **Contribute to the Executive Director's performance evaluations.**

### Fundraising

1. **Champion ALC's mission-driven work.** Represent ALC's vision and impact among people you talk to, especially influencers and funders.
2. **Invite others to participate in giving events and occasions.**
3. **Invest with a commitment to help fund our vision.** Every Board Member should make an investment (in time, energy, and money) that is commensurate with their relationship, capacity, and involvement with our organization.

### **To Be Considered:**

If you are interested in joining the board, please download and fill out the [Board Interest Form and Skills Profile](#) and email the completed form to our Board Chair, Hannah Guilford, at [han.guilford@gmail.com](mailto:han.guilford@gmail.com).