



Hopewell Board Member

Description

The Board will support the work of Hopewell and provide mission-based leadership and strategic governance. While day-to-day operations are led by the Executive Director, the Board-ED relationship is a partnership, and the appropriate involvement of the Board is both critical and expected. Specific Board Member responsibilities include:

- Approves Hopewell's annual budget, audit reports, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities;
- Serving as a trusted advisor to the Executive Director as s/he develops and implements Hopewell's strategic plan;
- Reviewing outcomes and metrics created by Hopewell for evaluating its impact, and regularly measuring its performance and effectiveness using those metrics; reviewing agenda and supporting materials prior to board and committee meetings;
- Stays informed about committee matters, prepares themselves well for meetings, and reviews and comments on minutes and reports;
- Partnering with the Executive Director and other board members to ensure that board resolutions are carried out;
- Serving on committees or work groups and taking on special assignments;
- Representing Hopewell to stakeholders; acting as an ambassador for the organization, including supporting all fundraising efforts;
- Ensuring Hopewell's commitment to a diverse board and staff that reflects the community Hopewell serves; and
- Contribute to an annual performance evaluation of the Executive Director.

Qualifications

This is an extraordinary opportunity for an individual who is passionate about Hopewell's mission and who has a track record of leadership. Selected Board Members will have achieved leadership stature in business, government, philanthropy, or the non-profit sector. His/her accomplishments will allow him/her to attract other well-qualified, high-performing Board Members.

Ideal candidates will have the following qualifications:

- Extensive professional experience with significant executive leadership accomplishments in business, government, philanthropy, or the non-profit sector;
- A commitment to and understanding of Hopewell's clients;
- Diplomatic skills and a natural affinity for cultivating relationships and persuading, convening, facilitating, and building consensus among diverse individuals;
- Personal qualities of integrity, credibility, and a passion for improving the lives of Hopewell's clients; and
- Ability to connect with community contacts and leverage relationships for the benefit of Hopewell.

Requirements

Commitment to eight meetings per year, in addition to, approximately four committee meetings per year as required. Term of 3 years, to be renewed per by-laws. Board members are expected to adhere to all requirements for confidentiality and conflict of interest policies. Board member must obtain a vulnerable screen sector check and complete an orientation prior to nomination to the board.

Service on Hopewell's Board of Directors is without remuneration.