

POSITION PROFILE BOARD MEMBER

Mission of the Angelic Organics Learning Center

Angelic Organics Learning Center empowers people to create sustainable communities of soils, plants, animals and people through education, creative and experimental programs.

Board member Job Description

Responsibility for growth and stability of the Learning Center

- Maintain active involvement with the Learning Center
- Attend all board meetings.
- Attend and recruit others to attend Learning Center events, such as fundraisers, donor cultivation events and social activities.
- Actively participate in at least one standing committee.

Be an advocate for the Learning Center

- Be an ambassador to external audiences.
- Share information about the Learning Center to promote its image and public standing
- Seek and develop contacts for partnerships.
- Understand and nurture partnership with Angelic Organics farm.

Support Angelic Organics Learning Center development goals

- Fulfill "Give or Get" donations of cash and/or in-kind goods and services.
- Seek sponsorships that benefit the organization and its membership with cash or in-kind value as well as marketing visibility.
- Use connections to leverage support for the Learning Center's programs, events and fundraising activities.

Current goals of the board

- Responsible for growth and sound governing the organization.
- Ensure fulfillment of the mission of the organization.
- Set strategic direction and overall policy.
- Oversee and give final approval to the organization's budget, evaluate the organization's progress toward strategic goals and ensure sufficient resources.
- Act as ambassadors for the organization.
- Engage in fundraising, and promote the organization's image and public standing.
- To establish an organizational culture that embraces strategic planning and sets clearly defined goals.
- Help promote diversity.

Key roles and responsibilities

- Participate in strategic planning
- Enhance the image and public standing of the organization by conducting ongoing outreach to the community. Participate in fundraising activities, including making a personal financial contribution.
- Assume a leadership role on at least one Board Committee and be a member of another.
- Help recruit, evaluate, and elect new board members as needed, and orient new board members. Suggest nominees who can make significant contributions of time. Talent and treasure.
- Attend board meetings of the entire Board of Directors and respective committees.
- Provide leadership for generating income, by assisting in fundraising campaigns, grant-writing or other income generating programs.
- Work in partnership with Executive Director and other staff to develop the policies that guide the Learning Center's operations and programs.
- Read and understand the financial statements and help board fulfill its fiduciary responsibility.
- Ensure legal and ethical integrity and maintain accountability to the organization's stakeholders.
- Participate actively in the Board's annual evaluation and planning efforts.
- Determine, monitor and strengthen the organization's programs and services.
- Follow developments in the community, economy, government, etc. that may affect the organization.
- Serve on at least one committee.

Skills and abilities needed to succeed as a board member

Personal

- Can make required time commitment.
- Willing and able to make asks on the Learning Center's behalf (ambassadors).
- Honesty, integrity and respect for others.
- Visionary: future orientation.
- Good communications skills; open-minded and articulate.
- Strong team-builder and team member.
- Leadership skills.
- Self-confident and outgoing personality.

Professional

- Be an expert on the organization in general, including strategic direction, and an expert about Board matters in particular, such as major issues, policies and procedures, and board priorities.
- Demonstrated effectiveness in meetings and task forces; seen as a leader.

- Leadership experience in another organization, especially non profit organizations.
- Solid professional reputation.
- Have a network of community/business contacts and willingness to reach out as an ambassador of the Learning Center for awareness and fundraising.
- Fundraising background.
- Governance responsibilities.
- Strategic Planning.
- High-quality work products.

Estimated time commitment and meeting format

- Attend four Board meetings per year held at the farm or a Chicago area location.
- Participation in a monthly conference call generally held on the second Thursday of each month at 7pm.
- Participation in Learning Center events, taking part in at least one Learning Center event or program activity per quarter.
- Give a public presentation on the Learning Center at least once per year.
- Participation in other meetings as required.
- Estimated time commitment: 8-10 hours per month.
- Busiest time period: work is consistent throughout the year.

Volunteer benefits

- Develop new skills.
- Be part of community.
- Meet a diverse range of people.
- Help make a difference in the day-to-day life of the organization.

Term limit

- Three year commitment.

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Received by: _____
Board President/Officer

Date: _____