

**Board Member Position Description**

An ideal board member will embrace our mission and bring awareness of our organization as well as help us make connections in our community. We ask that our board members participate in our fundraising events and in our development programs to build support for the Center for Girls’ Leadership.

*Qualifications*

* Attend monthly board meetings
* Attend bi-weekly committee meetings, if serving on a committee
* Ability to exercise independent judgment and problem solving skills
* Strong self drive to proactively contribute new ideas for growth
* Excellent oral and written communication skills
* Accountable for deadlines outlined on commitments and always being actively engaged to continuously provide value

*Time Commitment*

* Board Members serve for a term of two years with the possibility of serving up to five terms.
* Approximately 20 hours a month time commitment

*Position Responsibilities*

* Attend board meetings. Each board member is required to attend board meetings as outlined in the organization’s bylaws.
* Ensure that management tools are developed and implemented. These tools include a three year strategic plan, annual action plans, a budget, human resources plan, to name a few.
* Work with the CGL committees. Each board member is encouraged to serve on a committee. Current committees include Development, Education, Events, Finance, Governance, Marketing and Outreach.
* Serve as a link to community. Board members must work with constituents of the organization, funders and other publics to create positive working relationships and promote the organization.
* Fundraise and network on behalf of the CGL. Each board member is encouraged to give their time, talents, and treasure to develop the organization into a sustainable nonprofit.

The board of directors of the Center for Girls’ Leadership is accountable for leading the organization making sure that the mission and vision of the organization are achieved. Understanding the elements of the job help bring about success.

***About the Center for Girls’ Leadership***

Founded in 2011, the Center for Girls’ Leadership (CGL) is a 501(c)(3) nonprofit organization dedicated to inspiring girls today to lead tomorrow. A recent Harris Interactive Poll surveying 2,000 girls and boys in grades three through 12 found that 47 percent said, “People don’t think girls are good leaders.” The Center for Girls’ Leadership believes any girl can be a leader at home, at school, and in her community. Leaders are not just defined by their titles or positions, but also by their actions. We seek to empower girls today to pave a strong pathway to equality in leadership. Girls are encouraged to create something extraordinary and to inspire others to do the same.

*Programs*

**Real Girls, Real Leadership**: The Center for Girls' Leadership offers one day leadership programs tailored specifically to the meet the needs of girls. Our interactive programs include small group discussions, fun activities, personal reflection, and a community service project. Real Girls, Real Leadership is open to girls in fifth to eighth grade, as well as girls in ninth to twelfth grade. The programs focus on our four pillars of leadership: developing leadership skills, encouraging confidence, defining personal values, and taking action. Through our programs, girls will learn valuable skills, strengthen their relationship with their self and others, and most importantly, have fun! Our small groups are facilitated by a select group of collegiate women from our local universities, while CGL staff facilitates the large group sessions.

**Steps to Success**: Through the Steps to Success series, CGL teaches young women in high school and college about possible future career options in various industries. Each program features a panel with women from the community discussing their individual leadership journey, as well as small group discussions and activities.

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Board of Directors

Candidate Application

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| Application Procedure | |
| Candidates should electronically send the following materials to Alexandra Young at [alexandra.young@cglmn.org](mailto:alexandra.young@cglmn.org):   * Resume * Completed Application | |
| Applicant Information | |
| Full Name |  |
| Street Address |  |
| City, State, Zip Code |  |
| Primary Phone |  |
| Primary E-Mail Address |  |
| Employer |  |
| Title/Position |  |

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| Application Questions |

Please tell us why you are interested in joining the board of directors of the Center for Girls’ Leadership.

What unique perspective or experiences do you hope to bring to the board? How do you feel the Center for Girls’ Leadership would benefit from your involvement on the Board?

What aspect do you identify with most in the Center for Girls’ Leadership’s vision and values? What aspect are you most unfamiliar with or do you think might be the most challenging for you?

How will you further the mission and vision of the Center for Girls’ Leadership?

As a board member, how will you further the fundraising and development efforts of the CGL?

Skills, experience and interests (Please circle all that apply)

*Finance, accounting*

*Personnel, human resources*

*Administration, management*

*Nonprofit experience*

*Community service*

*Policy development*

*Program evaluation*

*Public relations, communications*

*Education, instruction*

*Special events*

*Grant writing*

*Fundraising*

*Outreach, advocacy*

*Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

Please list boards and committees that you serve on, or have served on (business, civic, community, fraternal, political, professional, recreational, religious, social). Include the name of the organization, your role, and dates served.

Please list any groups, organizations, and/or businesses that you could serve as a liaison to on behalf of the Center for Girls’ Leadership and how you would facilitate those relationships.

Please list at least 2 references (include name and contact information):

Please include any additional information we should know:

**Thank you for applying!**