



Youth Connections

1195 N. Morton St. Ste. A
P.O. Box 115
Franklin, IN 46131
317-738-3273 Office and Fax
www.youthconnections.org



BOARD OF DIRECTORS JOB DESCRIPTION & PLEDGE OF SUPPORT

Position Title: Director
Length of Term: Three years with one renewable term
Responsibility to: President of the Board, Board of Directors and mission of Youth Connections
General Description: The four core responsibilities of the Board of Directors for Youth Connections are:

1. **Define Mission and Direction**
2. **Ensure Leadership and Resources**
3. **Monitor and Improve Performance**
4. **Fundraising**

Responsibilities Include:

- A Board member must fully understand and support the mission, purposes and operations of Youth Connections.
- A Board member is expected to contribute to the financial health and viability of Youth Connections through support of the operating fund, special fundraisers. Each Board member shall determine his own level of financial participation but is expected to become a “contributing” member of “YC Champions”.
- A Board member is expected to pledge support to Youth Connections fundraising and development activities by signing the *Board Member Pledge of Support* (see below).
- A Board member shall fully comply with the Articles of Incorporation and Bylaws and other federal and/or state regulations governing Youth Connections.
- A Board member must keep in strictest confidence sensitive information learned through his or her participation on the board to include electronic and personal conversations and deliberations.
- A Board member shall conduct himself or herself in such a manner as to be a good representative of Youth Connections.
- A Board member is expected to actively share his or her talents by participating in the development and implementation of policies, goals and activities of Youth Connections.
- A Board member must actively promote Youth Connections and seek opportunities to present the mission to the community.
- A Board member is expected to attend the **six** regularly scheduled meetings and at least one special event. If a member misses two consecutive meetings, the Board may terminate the member’s term of service.
- A Board member is expected to serve on at least one standing committee and occasional ad hoc committees as may be appropriate.



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- A Board member is expected to review written and electronic information and respond promptly. All members are expected to prepare for all committee and Board meetings by reviewing the materials and issues in advance.

Qualifications Include:

- Communication and oral Presentation skills
- Initiative
- Integrity
- Analytical ability
- Sensitivity
- Leadership
- Decisiveness
- Strategic Planning Skills
- Preparation and Monitoring Skills



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BOARD MEMBER PLEDGE OF SUPPORT

The mission of Youth Connections is to enhance the quality of life for youth and their families in our community. In order to reach this goal, Youth Connections needs assistance with each of the following fundraising and development activities. Board members are expected to help with these efforts and by signing below, you are pledging to help Youth Connections to grow the counties of Johnson, Morgan, and Brown.

Please check all boxes that best fit your fundraising and development strengths and comfort areas.

- YC CHAMPION-** Annual donation
- EDUCATE AND COMMUNICATE-** Be an ambassador to share the mission of Youth Connections to build enthusiasm and to foster involvement.
- IDENTIFY AND CULTIVATE-** Seek opportunities for support from within respective groups and personal spheres of influence, nurture relationships to develop “friends” for Youth Connections and to build the pool of prospective donors.
- OPEN DOORS-** Facilitate introductions to potential donors
- SOLICIT-** Make one-to- one “asks” ... host special events with small groups as a social vehicle to showcase the mission, and share opportunities for support and involvement.
- RECOGNIZE AND CELEBRATE-** Make personal phone calls or write personal notes to donors thanking them for their support.
- EVALUATE AND IMPROVE-** Assess the effectiveness of Youth Connections fundraising policies and make creative suggestions for enhancing efforts.

Board Member

Date

Revised and Approved: April 2018